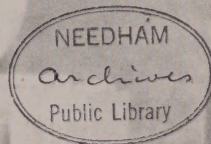


1993

NEEDHAM



c.2



RETIREMENTS

Name	Department	Years of Service
Nancy Bell	Town Hall	13
Florence Borelli	School Department	18
Eva Campion	School Department	13
Richard Diconzo	School Department	21
Rene Fougere	School Department	10
John Halloran	School Department	14
Joan Holmstrem	School Department	19
Constance Hopkins	Police Department	21
Robert MacEwen	Public Works	39
Bruce Mahar	School Department	25
Terrence McGuire	Town Hall	14
David Miller	School Department	18
Bruce Nagler	Public Works	20
Thelma Papetti	School Department	26
Elizabeth Rich	Library	23
Richard Schneider	School Department	16
Richard Spurr	Police Department	27
Alma Stansfield	School Department	31

IN MEMORIAM...

Cecile Acres	Welfare Department	18
Margaret Arduino	School Department	9
Lena Barton	Police Department	24
Lucy Bliss	Library	16
Marcia M. Carleton	Town Hall	17
Catherine Collishaw	Town Hall	20
Horace Cutler	School Department	27
Alexander Filon	Fire Department	22
Carl Flint	Police Department	27
Thomas Gardner	Public Works	25
Henry Hersey	Town Hall	23
Alice Johnson	Glover Hospital	15
Elsa Magnuson	Glover Hospital	20
John Morrissey	School Department	18
Anne O'Brien	Glover Hospital	8
Irene Olendzenski	Glover Hospital	5
Virginia Secord	Town Hall	20
Kenneth Slaney	School Department	15
Stanley Tippet	Fire Department	13
Rita Webber	Glover Hospital	17
Gladys Wetmore	Town Hall	12
Christopher Wise	Fire Department	5

Committee.....Carl F. Valente, Jane A. Howard
 Photographer.....David Rains

Appreciation is extended to Louise V. Condon, Paul Cooley and Carol deLemos for the special feature, "Business in Needham" and Patricia Carey for her work on the "Yellow Pages". Sincere thanks is extended to the Needham Times for their assistance with the photographs used throughout the report. The Committee thanks Theodora K. Eaton, her staff and the Town Department Heads and Committee Chairmen for their assistance with the compilation of lists in the Reference section.

Cover: Business in Needham at the earliest stages.

BUSINESS IN NEEDHAM



The Town of Needham is a quintessential New England community with a large measure of urban sophistication. Although we are primarily a bedroom community for the Metropolitan Boston area, we also have a business infrastructure comprised of over 1100 small, medium and large companies, with local, regional, national and international aspects. Many of the smaller and medium sized enterprises are in business to serve our own community needs: Food; personal care; automotive services; clothing; etc., as well as financial, legal and professional services. Needham over the years has acquired a well deserved reputation for businesses for quality and personal service.

a long standing policy by the Town's leaders, Needham's Commercial, Industrial and Institutional enterprises have been segregated from the Residential areas and further defined into 11 separate Districts, each of which is designed to ensure maximum utilization under the confines of the different areas in which they are located. Basically the Town is divided into business Sections. The Downtown Area and the Needham Heights Area are zones for merchants and service companies. The Industrial Park, which abuts Route 128 is used primarily for an office park and light manufacturing/Distribution. The Neighborhood Districts such as Bird's Hill and Charles River Village areas are restricted from expansion and serve as good neighbors, providing products and services primarily to their respective neighborhoods.



To further encourage and assist a viable business community there exists a consortium of independent businesses called Needham Business Association and the Newton/Needham Chamber of Commerce. It is the goal of the Business community and the Town of Needham to attract good companies and keep the buildings occupied. We also have many professionals in our town who work consistently to promote the Town and its lifestyle. We are indeed fortunate to have the number of businesses and private citizens who have been, and are continually willing and able to work together to help our sense of community.



TABLE OF CONTENTS

GENERAL GOVERNMENT

Board of Selectmen	3
Town Clerk	4
Board of Registrars	5
Personnel Board	5
Legal Department	6
Moderator	6

EDUCATION

School	7
Future School Needs	14

PUBLIC SAFETY

Police	15
Fire	16
Civil Defense	17
Building	17

PUBLIC FACILITIES

Public Works	18
--------------------	----

HUMAN SERVICES

Glover Memorial Hospital	20
Board of Health	24
Veteran's Service	26
Youth Commission	26
Council on Aging	27
Needham Commission on Disabilities	29

DEVELOPMENT

Planning Board	30
Conservation	31
Board of Appeals	31
Historical Commission	31
Housing Authority	32

CULTURAL AND LEISURE SERVICES

Free Public Library	32
Park and Recreation	33
Memorial Park	34

FINANCE

Finance Department	35
Finance Committee	35
Board of Assessors	36
Contributory Retirement Board	37
Commissioners of Trust Funds	37
Financial Statements	38

REFERENCE

Retirements	IFC
Our Town	21
Town Officials	43
Town Meeting Members	44

SPECIAL

Business in Needham	1
---------------------------	---

BOARD OF SELECTMEN

TOWN ADMINISTRATOR/PERSONNEL



*John D. Marr, Jr., Chairman;
David F. Eldridge, Jr., H.
Phillip Garrity, Jr., Sally B.
Davis, Paul Theodore Owens,
Carl F. Valente, Town
Administrator; Kathleen
Phipps Fitzpatrick, Personnel
Director*

PURPOSE

The Board of Selectmen is one part of the Executive branch of government for the Town. In this capacity, the Board serves as the Police Commissioners, Fire Commissioners, Board of Public Works, and Licensing Authority. The Board of Selectmen normally meets the second and fourth Tuesday of the month except in July and August when meetings are held on the third Tuesday of the month. All meetings are open to the public and begin at 6:45 p.m.

In its capacity as the Town's executive authority, the Board of Selectmen, with the assistance of the Town Administrator and Personnel Director, engages in a variety of activities in order to fulfill its legal obligations to the community.

The Town Administrator is responsible to the Selectmen for the day-to-day operation and oversight of those departments under the jurisdiction of the Board of Selectmen. In addition, the Town Administrator currently handles the duties of Finance Director, and is responsible for the overall financial management of the Town.

The Personnel Department provides human resource and benefit management assistance to all Town Departments, Boards and Commissions, as well as to retirees and the public. In addition, the Personnel Department, in conjunction with the Town Administrator, is responsible for negotiations with, and contract administration for, the Town's general government bargaining units.

The Board of Selectmen is responsible for:

- Implementing and administering the decisions of Town Meeting (the Town's Legislative branch of government);

- Establishing policies and procedures for the coordination of Town government operations;
- Representing the interests of Town residents in a variety of forums including: business dealings, legal affairs, and intergovernmental cooperation with other municipal, county, state, and federal agencies;
- Proposing to the Finance Committee operating budgets for those departments under their control;
- Proposing to Town Meeting a five-year capital improvement plan and funding proposal;
- Making appointments to those Town Boards and Commissions under its control;
- Convening the Annual Town Meeting and any Special Town Meetings that may be required and preparing the Warrants (listing of Articles) for Town Meeting consideration;
- Licensing all food establishments and transportation companies;
- Operating and maintaining Town Hall; and
- Administering the Town's personnel policies and negotiating collective bargaining contracts with six bargaining units.

BUDGETARY DATA

No. of Employees	Expenses for FY93
Selectmen	5 Salaries \$279,726
Town Administrator	1 Purchase of Ser. 153,708
Personnel Director	1 Expenses 20,750
Admin. Support	4 Capital Outlay 5,000
Custodial	2.5 Total \$459,184

FY93 HIGHLIGHTS

Selectmen: In May 1993, John D. Marr, Jr. and Sally B. Davis were re-elected to serve three-year terms and Ted Owens was elected to fill the one year remaining of Marcia Carleton's term. At this time John D. Marr, Jr., was voted Chairman; David F. Eldridge, Jr., Vice Chairman, and H. Phillip Garrity, Jr., Clerk of the Board.

Financial: The Town continued to maintain its strong financial position in FY93. Needham had its "AA" bond rating reaffirmed by Moody's Investors Service. The Board of Selectmen continue to look for non tax revenue sources as well as for ways to streamline Town services.

Capital Planning: In January 1993, the Board of Selectmen and Town Administrator proposed a \$2,700,000 five-year Capital Improvement Plan (CIP) to the Finance Committee and Town Meeting. The CIP is the Town's long-range financial plan with a goal of providing for the upkeep of Town facilities and equipment. The FY94 CIP included the purchase of computer systems for the general government agencies, police and fire departments, and school department. In addition, funds were approved for expansion of the recycling area, and for the ongoing rehabilitation of the water and sewer systems.

Personnel Administration: There were a number of accomplishments during the year including: implementation of total quality training for Town employees, contract negotiations with police, public works, and general government employees, drafting of the ADA self-evaluation plan, and preparations for a new payroll/human resource computer system.

OUTLOOK FOR FY94

Key activities facing the Board of Selectmen include:

1. Provide for the smooth transition of Glover Memorial Hospital from a Town-owned facility to an independent facility that is part of a health care network;
2. Complete the Self-Evaluation and Transition Plan required as part of the American with Disabilities Act;
3. Manage the Town's limited financial resources in light of education reform, static State aid, and projected increases in fixed costs, MBTA assessments, and general Town and school operations. The Town's ability to provide for the health, safety and educational needs of residents will be a key issue, especially in light of difficult, though stabilizing, economic conditions;
4. Work with the MBTA on addressing the concerns of those neighborhoods abutting the commuter rail line;
5. Reorganize the recycling program at the Needham landfill and review new proposals regarding multi-town recycling efforts;
6. Begin efforts to centralize the various inspectional services of the Town;
7. Review the Town's Police and Fire dispatching procedures in preparation for the implementation of Enhanced 911 service;
8. Complete the re-classification of Public Works laborer positions;
9. Negotiate new collective bargaining agreements with all unions;
10. Automate benefits and personnel information as part of the implementation of the Town's new computer system.

ACKNOWLEDGMENTS

The Board of Selectmen wishes to thank the many citizens, volunteers, committee members, employees and others whose invaluable contribution of time, energy and talent makes it possible for Needham to maintain a well-managed, civic-minded community. At the end of this Annual Report you will find a list of the many individuals who have served the Town this past year. Residents wishing to volunteer for any board or committee appointed by the Selectmen should send a letter of interest to the Selectmen's Office at Town Hall.

GENERAL GOVERNMENT

TOWN CLERK



*Theodora K. Eaton,
Town Clerk*

The Office of the Town Clerk can be compared to a hub about which the wheel of local government revolves. The spokes of the wheel represent the various boards, departments and committees within the government to which the Town Clerk relates in a direct way. The rim of the wheel represents the many segments of State and County Government from which many of the Town Clerk's official duties and responsibilities stem.

The official duties and responsibilities of the Town Clerk are spelled out in over 73 Chapters and 400 sections of the Massachusetts General Laws as well as local Town By-Laws. Those pertaining to Elections and Town Meeting are the most complex with amendments to the State statutes being made each year. The Town Clerk is the official record keeper for the town including all official business conducted at Town Meetings and elections, both of which are recorded in the Annual Town Clerk's Records. Planning Board and Board of Appeals decisions, vital statistics, business certificates, federal and state tax liens, Uniform Commercial Code filings, Fish & Game Licenses, gasoline licenses, dog licenses - to name a few - are all recorded in the Town Clerk's Office.

During Fiscal Year 1993, the following elections and Town Meetings were held:

State Primary	September 15, 1992
State Election	November 3, 1992
Special Town Meeting	November 16, 1992
Annual Town Election	April 12, 1993
Election (To Break Tie Votes for TMMs in Precincts A,G,I,C)	April 20, 1993
Election (To Break Tie Vote for TMM in Prec. G)	May 3, 1993
Annual Town Meeting	May 3, 1993
Special Town Meeting	May 3, 1993

The Special Town Meeting in November disposed of 15 articles in two sessions. The Annual Town Meeting in May disposed of 46 articles in four sessions, and the Special Town Meeting within the Annual Town Meeting disposed of 4 articles.

Budgetary Data

Personal Services	\$71,532.	No. of	
Expenses	4,616.	Employees	
Out of State Travel	55.	Full Time	3
Capital Outlay	0.	Part Time	0
	\$76,203.		

The office conducted three elections this year - the State Primary, the State Election and the Annual Town Election. After the State Election in November, 1992, the Elections Division of the Secretary of State's Office informed us that the Independent Voters Party will no longer continue to be a political party because it did not

obtain the required 3 percent of the vote for statewide office. The Independent Voters Party was created after the November, 1990 State Election in which ballot question No. 4 passed changing the requirements for creating political parties. In order to avoid confusion, the "Independent" voters were changed to "No party designation or Unenrolled". Rumor has it that since the Independent Voters Party no longer exists, there is legislation pending to change "No Party designation or Unenrolled" back to "Independent"!

In compliance with Massachusetts General Laws, the voter redistricting process was completed during the Winter of 1992/93 with notification to all registered voters whose voting precinct had changed included in the Annual Census. In addition, all Town Meeting Members ran for election on Monday, April 12, 1993 as part of the redistricting process. Those Town Meeting Members with the first one-third votes received the three-year term, those with the second one-third votes received the two-year term, and those with the last one-third votes will receive the one-year term.

The following statistics were compiled during Fiscal Year 1993:

VITAL STATISTICS

Births to Residents

7/1/92 - 12/31/92	219
1/1/93 - 6/30/93	123
Total Needham Births	342

Deaths

	Residents	Non-Residents
7/1/92 - 12/31/92	122	33
1/1/93 - 6/30/93	127	26
	249	59
Total Deaths Recorded:	308	

Marriages

7/1/92 - 12/31/92	112
1/1/93 - 6/30/93	91
Total Marriages Recorded:	203

Fish and Game Licenses Issued

7/1/92 - 6/30/93

Class F1 - Resident Citizen Fishing	285
Class F2 - Resident Citizen Minor Fishing	5
Class F3 - Resident Citizen Fishing (Age 65 - 69)	18
Class F4 - Resident Citizen Fishing Paraplegic, Blind, Mentally Retarded and over 70	25
Class F5 - Resident Alien Fishing	4
Class F6 - Non-Res. Citizen/Alien Fishing	10
Class F7 - Non-Res. Citizen/Alien 7-Day Fishing	2
Class DS - Duplicate Sporting	5
Class DH - Duplicate Hunting	1
Class H1 - Resident Citizen Hunting	83
Class H2 - Resident Citizen Hunting (Age 65 - 69)	0
Class H3 - Resident Citizen Hunting, Paraplegic	1
Class H4 - Resident Alien Hunting	3
Class H5 - Non-Res. Citizen/Alien Hunting, Big Game	1
Class H6 - Non Res. Citizen/Alien, Small Game	3

Class S1 - Resident Citizen Sporting	94
Class S2 - Resident Citizen Sporting (Age 65 - 69)	4
Class S3 - Resident Citizen Sporting Over 70 (Includes Trapping)	41
Class T1 - Resident Citizen Trapping	9
Class M1 - Archery/primitive Firearms Stamps	42
Class M2 - Massachusetts Waterfowl Stamps	56
Class W1 - Wildland Conservation Stamp - Resident (Inaugurated 1/1/91)	505
Class W2 - Wildland Conservation Stamp - Non-Res. (Inaugurated 1/1/91)	11
TOTAL 1213	

Paid to Division of Fish & Game for Licenses	\$10,093.00
Paid to Town Treasurer in Fees	278.70

Dog Licenses Issued

7/1/92 - 6/30/93

Male and Female Dogs @ \$15.	38
Spayed and Neutered Dogs @ \$10.	146
Transfers @ \$1.00	
Kennels @ \$25.	10
Kennels @ \$50.	12
Kennels @ \$100.	2
Seeing Eye Dogs - No Charge	0
Hearing Dogs - No Charge	0
	188

Paid to Town Treasurer for FY1993

Dog License Fees	\$20,473.50
Other License Fees	23,356.50
Miscellaneous Fees	38,118.53
Total Receipts for FY1993	\$92,320.30

The Town Clerk's Office is oriented to serve the public and is open daily from 8:30 A.M. until 5:00 P.M. Monday through Friday and from 7:30 P.M. until 9:00 P.M. on the second and fourth Tuesday evenings except for July and August when the office is open from 7:30 P.M. until 9:00 P.M. on the third Tuesday.

FY1994 FORECAST

With only one election (the Annual Town Election) scheduled for Fiscal Year 1994, the Town Clerk's Office will have an opportunity to begin, catch up, and review various projects which ultimately get placed on the back burner during busier election years. The much-needed restoration and preservation project of some of the Town's public record volumes dating back to the early 1700's will get underway with one or two volumes restored annually. A Special Town Meeting is rumored for late Fall of 1993. The Annual Census is scheduled for January 1994, the Annual Town Election is scheduled for April 11, 1994, and the Annual Town Meeting is scheduled for May 2, 1994. Already underway is a review of the present purchaser voting system which was implemented in 1975 to be followed by a proposal to Town Meeting for either an updated version of the existing system or a new voting system for the Town for possible implementation in Fiscal Year 1995.

BOARD OF REGISTRARS



*John W. Day, Chairman;
Barbara Doyle, Mary J.
McCarthy, Theodora K. Eaton*

PURPOSE

The Board of Registrars in a town is the counterpart of the Election Commission in a city and the Elections Division of the Secretary of State's Office at the state level. The Board of registrars is composed of four members, not more than two of whom may be members of the same political party.

The Town Clerk, by virtue of the office, is one of the four members of the Board and is responsible for executing the functions of the Board of Registrars including the conduct of elections and recounts, voter registration, com-

pilation of the Annual Listing of Residents (Town Census), publication and circulation of the voting and street lists, certification of signatures on nomination papers and petitions, and recording Town Meeting attendance.

Budgetary Data	No. of Employees	
Personal Services	\$45,493.	Full Time 1
Expenses	21,610.	Part Time 4
Canvassers & Tellers	17,250.	
Capital Outlay	0.	
	\$84,353.	

FY1993 HIGHLIGHTS

Voter turnout for the three elections during Fiscal Year 1993 was as follows:

September 15, 1992	State Primary	6,321 (34.20%)
November 3, 1992	State Election	17,530 (89.81%)
April 12, 1993	Annual Town Election	4,637 (25.08%)

The Annual Listing of Residents was conducted by mail again this year. 85 % of the residents responded within the first month. Census follow-up was conducted via telephone and police visitation. In accordance with Massachusetts General Laws a list of dog owners was also compiled.

Upon completion of the local listing, drop notices were sent to all those registered voters

who were not reported as living in Needham on January 1st. Those who proved residence were reinstated. As a result of the notices mailed, names of voters who had moved out of Needham were removed from the Voting List. Names were also removed because of death, failure to comply with the notice, and other changes in voting status. Upon completion of the revision, the total number of registered voters was 18,543, as follows:

Precinct	Democrat	Republican	Interdependent Third Party	Libertarian	Unenrolled	TOTAL
A	599	249	1	-	934	1783
B	529	313	-	-	1013	1855
C	606	560	-	-	879	2045
D	608	396	-	-	768	1772
E	547	399	-	2	889	1837
F	685	341	-	-	864	1890
G	533	333	-	1	852	1719
H	649	352	-	2	928	1931
I	637	360	-	-	816	1813
J	564	356	-	-	978	1898
TOTAL	5,957	3,659	1	5	8,921	18,543

FY1994 FORECAST

Special Town Meeting	-	Fall of 1993
Annual Town Census	-	January 1, 1994
Annual Town Election	-	April 11, 1994
Annual Town Meeting	-	May 2, 1994

PERSONNEL BOARD



*John McKeon, Chairman;
Camilla Hertz, Donald
Russell, Charles W. Wyckoff.
Not pictured, Gordon D.
Riedell*

PURPOSE

The Personnel Board is a five member committee of individuals appointed by the Town Moderator. The major responsibilities of the Board are to issue personnel policies, rules and regulations; and to establish and maintain the Town's personnel system, including the classification plan, compensation plan, recruitment, selection, promotion, transfer, and discipline. In addition, the Personnel

Board is responsible for monitoring the collective bargaining process and the adjudication of employee grievances.

BUDGETARY DATA

Salaries:	\$1,046
No. of Employees:	1(P.T)

FY 93 HIGHLIGHTS

The Personnel Board advised the Board of Selectmen in matters of collective bargaining; reviewed and recommended changes to the classification and compensation structure, proposed a merit pay initiative, and approved several new personnel policies to ensure compliance with the law and a productive and fair work environment.

FY 94 PROJECTIONS

The Personnel Board accepted and supported the Town governing restructuring in FY 91. The Board has completed the transition period and is now ready for a new era. During FY 94 the Board will refocus its mission and goals to be more closely aligned with critical Town objectives. Supporting employees, multiplying productivity, and saving time and money will be key factors in the Board's study of future programs and benefits.



Shopping in Chestnut Street toy store.

GENERAL GOVERNMENT

LEGAL DEPARTMENT



David S. Tobin,
Town Counsel

PURPOSE

The Legal Department of the Town of Needham provides legal advice to the Town Departments, attends all sessions of Town Meetings, all Selectmen's Meetings and meets with other boards when requested. The Legal Department drafts and approves all contracts when requested, represents the Town in the courts and before administrative agencies and assists in the drafting of legislation, by-laws and regulations.

BUDGETARY DATA

		No. of Employees
Salaries	\$43,638.00	Full Time 0
Expenses	\$1,180.00	Part Time 1
Special Fees	\$163,000.00	

FY '93 HIGHLIGHTS

During fiscal year 1993, commencing July 1, 1992 and ending June 30, 1993, Town Counsel negotiated, drafted, approved, interpreted, and/or assisted in resolving conflicts with respect to numerous contracts for the Board of Selectmen, Glover Memorial Hospital, School Department, Department of Public Works, Finance Department, Park and Recreation Commission, Planning Board, Board of Health, Police Department, Board of Assessors,

Conservation Commission, and the Highway Department. Among the contracts Town Counsel worked on were agreements for the purchase and sale of lands, leasing of the High Rock School, architectural, engineering and construction services, renovations to the Pollard Middle School and the Newman School, health plan services, transportation for school children, school roofs, new boilers, asbestos and underground storage tank removal at several schools, the lease purchase of hospital equipment, food service for the Hospital, management services for the Hospital, renovations to the Hospital, medical services by physicians at the Hospital, contracts with the Massachusetts Water Resources Authority, a rabies clinic and traveling meals program sponsored by the Board of Health, removal of hazardous materials, transportation of recycling material and solid wastes, and the purchase of new computer equipment for the town.

In court and before various state administrative agencies the Legal Department represented the town, its boards and/or officers and employees in cases involving zoning appeals and zoning enforcement, enforcement of a right-of-way easement to conservation land, retirement, tort claims, contracts, tax abatement cases, handicapped access, outdoor advertising and alleged civil right violations.

Among other work, the Legal Department consulted with the Board of Selectmen, Board of Appeals, Planning Board, Board of Health and Building Inspector regarding actions and decisions on various real estate developments in Needham and other sewer permitting, zoning, planning and building matters. A few of the parcels of real estate involved were VNA Hospice, the old Gorse Mill, the Exxon Station on Highland Ave and Saddlebrook Drive.

The Legal Department assisted the Conservation Commission on the acquisition of land for conservation purposes, and enforcement of the Wetlands Act.

The Legal Department has used the services of a law firm that specializes in environmental law, to investigate, monitor and prepare for litigation as a result of the release of contaminants into the ground water on Hillcrest Road which have moved downhill on to school and other town property.

The Legal Department has been advising the Board of Selectmen and the Trustees of the Glover Memorial Hospital on the steps to be taken to separate the hospital from the town.

The Legal Department engaged special counsel to assist in collective bargaining and represented the Town in labor disputes.

The Legal Department, through its workers compensation attorney, represented the Town as self-insurer before the Industrial Accident Board.

Town Counsel sat as a member of a panel to review and approve payments for medical expenses incurred by former public safety employees who retired because of job related accidental disability.

Town Counsel serves the Procurement Officer of the Town under Chapter 30B on real estate matters.

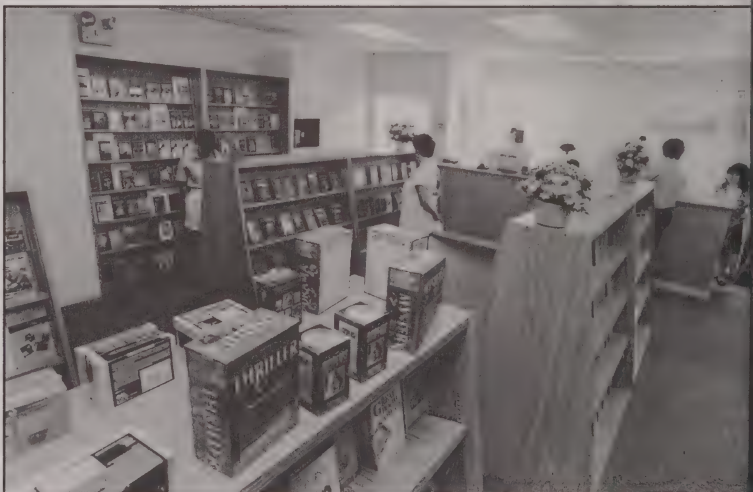
Town Counsel prepared an annual report for Arthur Anderson and Co., the Town's auditors, evaluation all pending claims and litigation. Finally, Town Counsel assisted in the preparation of the Warrant Articles and Motions for the November 1992 Special Town Meeting, the May 1993 Special Town Meeting and the 1993 Annual Town Meeting.

MODERATOR



Richard P. Melick,
Moderator

For a couple of years I have voiced concern about spending which will necessitate future borrowing and hence severely impact the operating budgets of 1995 and 1996. At the last two Annual Town Meetings the Finance Committee displayed graphic charts which depict the effect of these borrowings. These charts in themselves make the problem apparent. Although some awareness of drastic future financial needs is surfacing, suggestions for new additional spending continue. We must grid for this eventuality and plan for the difficult choices ahead as to which budgets will be reduced. The Town Meeting Members will have their work cut out for them.



Audio tapes for sale or rent in a local store.

SCHOOL DEPARTMENT



Gerald A. Wasserman, Chairman; Karl H. Clauset, Jennifer Peck Fainberg, Claire Kroll, Susan, Margaret G. Murphy, Carolyn D. Murray, Susan R. Posner, Frederick J. Tirell, Superintendent of Schools

NEEDHAM PUBLIC SCHOOLS FACTS AND FIGURES

POPULATION TOTAL:	1892	3706
Elementary:	852	
Middle School:	962	
High School:		

STAFF	
Teachers:	230
Specialists:	55
Administrators:	25

STUDENTS	
AT Scores: Class of 1993	
Verbal:	489
Math:	552
% Taking:	94%

Post-Graduate Status:	
Four year college:	81.5%
Two year college:	6.5%
Non-college education:	2.2%
One year work, then college:	4.7%
TOTAL:	94.9%

PER PUPIL COST	\$5,920
BUDGET	
Instruction:	\$14,988,353
Plant Operations:	2,135,857
Other:	1,956,300
Administration:	637,518
Capital Outlay:	0
TOTAL:	\$19,718,028

BROADMEADOW SCHOOL

The Broadmeadow School, with a student population of 260, is sited on twelve acres in the southeast corner of Needham. There are two classes of each grade (K, 2-5) and three sessions of Grade One.

A rich language arts curriculum offers all students broad and varied experiences. The literature based Silver, Burdett and Ginn reading series has added depth and integration of several curricular areas. There are many opportunities for creative written expression from personal journals to bound, "published" works. The addition of a portable Writing Center, including a Macintosh, has greatly enhanced all forms of written expression. A compilation of children's writing, "The Broadmeadow Breeze," is published in five volumes during the year.

The mathematics curriculum focuses on problem-solving and skill development. The incorporation of strategies from "Math: A Way of Thinking" (Grades 3-5) and "Math: Their Way" (K-Grade 2), with increasing use of manipulative materials, has enriched the math program.

During the year, the systemwide, school and curricular goals were advanced through many initiatives. Among schoolwide programs undertaken this year at Broadmeadow were:

- Expansion of "Math Manipulatives Lending Center"
- Expansion of mobile "Writing Center" with additional computer capability and volunteers
- Schoolwide participation in Project Bread "Spoon-A-Thon" to raise funds for the homeless
- Increased use of classroom computers for interactive programs
- Increased cross-graded projects in writing, physical education and the arts

Students in the primary grades (K-Grade 2) were involved in many exciting educational, integrative learning experiences. Of note during the year were:

- Holidays Around the World
- 100 Days Celebration
- Native American Day
- Author Study

The students in the intermediate grades (Grades 3 - 5) participated in an increasing number of integrated curriculum programs. Highlights of the year include:

- Pioneer Days
- Space Shuttle Missions
- Explorers Day
- "Feeling Your Oats" - Nutrition Play
- "White Books" - Student Publishing

In conjunction with program initiatives were many exciting staff development offerings:

- The faculty participated in four days of "Process Writing" workshops. Classroom model demonstration lessons and teacher discussion groups were the cornerstones of this project.
- Four new teachers were involved with the "Social Competency Program" at Wellesley

College's Stone Center. This program has become central to the theme of cooperation in the school.

Parent volunteers are a vital part of the school community. In addition to classroom assistance, parents are central to the success of the media, computer and math manipulatives program. Successful P.T.C. fundraising efforts have supported many excellent programs. Among those enrichment activities are Disabilities Awareness, Book Fair and myriad Creative Arts programs. Among the wonderful arts programs this year were:

- Author/Illustrators classroom programs (Grade 1-5)
- Creative Movement - Tom Krusinsky (K)
- Looking Glass Theatre
- Marcia Estabrook, Storyteller
- African-American Folktale Specialists

JOHN ELIOT SCHOOL

This past year, three distinguished teachers retired from the John Eliot School. Collectively, they gave over one hundred years of devoted service to the children of Needham and leave a legacy and a standard of excellence which is inspiring.

Special events hosted throughout the year were:

- Grandparents/VIP Days, Showa Institute, visitors from Japan and visits by educators from Germany, Italy, Great Britain, Brazil, Israel, Sweden and many areas of the United States.
- The Needham Retired Men's Glee Club presented a concert in honor of Memorial Day.
- There were concerts, musicals, dramas, Big Brother/Big Sister Relationships, Invention Conventions, peer teaching and learning, computers in classrooms, desktop publishing, Hypercard, published books written by students from Kindergarten through Grade Five.
- Parents provided many enrichment activities including Math Enrichment Volunteers, Media Center Volunteers, Disability Awareness Program, Room Parent assistance, METCO/Friendship Families' Overnight, publication of SMOKE SIGNALS, Eliot's literary magazine, Creative Arts programs, Bicycle Rodeo Volunteers, guest speakers, media technical assistance, Junior Great Books discussion leaders, Family Night events, Cabaret Night, Teacher Appreciation Luncheon, among others.
- The P.T.C. provided support to staff and students that enriched and augmented our basic curriculum.
- Teachers continue to benefit from Professional Staff Development Programs which we applied directly to students in the areas of math, critical thinking, cooperative learning, social competency, whole language, science, social studies, multicultural programs, integrative/accelerative learning and developmentally appropriate practice.

EDUCATION

- The Science Center presented a wide variety of programs throughout the year including the Turkey Mobile, Science Facts and Fiction, Vertebrates, Native American Science, Save the Animals, classroom pets, Discovery Room, Eastman Conservation field trips and classroom/school-wide displays and exhibits, chick hatching, long-range/short-term science planning for classroom teachers, the Idea Factor, electricity, chemistry, physics and outstanding teaching.
- Social competency is an integral part of the curriculum, as teachers continued their training at the Stone Center at Wellesley College.
- The Bridge Program, a special education inclusionary model, was initiated in one of the Kindergarten classes.
- Also piloted was the K.A.S.E. (Kindergarten After-School Enrichment) Program - a tuition based, parent-run program which will become incorporated in other Needham Schools, where space permits.
- Thanks to a grant from the Needham Education Foundation, students will be working with an expert in the writing process in greater depth in the coming year.

HIGH ROCK SCHOOL

During the 1992-93 school year, there were 307 children at High Rock. The organization has changed from two classes at each grade level to three classes in grades one and four. This was due to expanding enrollments in those particular grades.

- The S.P.I.C.E. (i.e., Special Programs Incorporating Curriculum Enhancement) program continued this year with the focus on poetry. Each class published a book of the collected poems of all the children in the class. A special day was held when parents and grandparents were invited to see and hear the children's work.
- The Multicultural Arts Program took a different path in the Year of Columbus. Christopher Columbus' discovery of the new world, and the early European influence here was the focus. The effects of the discovery were explored both from the European and Native American points of view. The culminating activity was a play with two different endings, one for each point of view.
- The pre-school and after-school foreign language program (French and Spanish) continued to flourish, with an enrollment of 80-90 children grades K-5. There was great interest shown, and this is expected to continue into next year at Newman.
- The staff development program in social competency reached six more teachers this year. The teachers attended Social Competency sessions at the Stone Center in Wellesley College. Knowledge gained was shared with other staff members and techniques were utilized in class.

At the end of this year, the High Rock School closed. The school has enjoyed extraordinary success and achievement. This is due to the

efforts of the highly commended staff, the wonderful children who have been students there, and the support of the families that made up the High Rock community. We wish them all the greatest success as they move on to the Newman Elementary School and other schools in the community.

HILLSIDE SCHOOL

- The students and faculty were involved in the Heifer Project International, a charitable organization that donates livestock and other resources to families in need throughout the world. Hillside focused its effort on countries in Africa. Students obtained sponsors for a read-a-thon and over a period of time they raised \$1,967.15 which purchased 2 Heifers, 4 pigs, 12 rabbits, 1 water buffalo, 1 goat, 4 flocks of chicks, 1 sheep and fish fingerlings.
- The well known Hillside Multicultural Arts Program (known as M.A.P.) was organized, and its theme was Africa. The lobby was transformed into a beautiful African display. There were masks, plants, weavings, products, etc. Senegalese dancers performed at a schoolwide assembly, and an after school program was offered. Courses were African village games, African rhythm and music, Amulets and Anklets, African weaving, Paper Mache Calabashes, Cloth designs, and Oware Tournament.
- Bicycle safety was emphasized for students in grades 3 through 5 through the use of bike rodeos. The children who participated received bike ID cards showing the child's picture, name and address.
- The annual Hillside concert was performed at Needham High School on May 25th. The Hillside band, the grade 4 and grade 5 choruses, and the violins all gave outstanding musical presentations.
- The transition process of students moving on to new schools was addressed in many ways in order to help students, parents and staff members feel comfortable with their new assignments for 1993-94. All of the students who were to attend the Newman School were oriented to that school during the week of June 1st. An Open House for incoming parents was held on June 10th to visit classrooms and meet teachers and a farewell family picnic was enjoyed by everyone on June 17th.
- A very successful talent show was held in the auditorium for the entire school. The show moved "professionally" and it held the attention of everyone, even the youngest, for the entire time. Acts included instrumental performances, dances, acrobatics, karate demonstrations, comedy skits and singing.
- A fifth grade day was held at which the students addressed their assembled parents and grandparents at a ceremony which took place on the Hillside playing field. The children reminisced in song, prose, and acoustic. They then enjoyed a field day followed by a luncheon prepared by their parents. The fifth grade gift to Hillside was a sun dial and an accompanying book regarding sun dials. The sun dial has been installed in the garden at

the main entrance to the school and the book is available in the school library.

WILLIAM MITCHELL SCHOOL

A dedicated staff and supportive group of parents collaborated to provide the children of the Mitchell School with a stimulating and enjoyable elementary school experience. This year Mitchell's 552 students were taught by a staff of 22 classroom teachers supported by specialist teachers in the areas of speech and language, guidance, supportive reading, art, music, physical education, media, and special education. Next year, the Mitchell School population will decrease dramatically due to the recent redistricting.

- The Mitchell Parent Teacher Council (PTC) membership includes over 90% of the Mitchell families. Its various committees host numerous activities for students and their families and raise money for programs that support and enhance the regular school curriculum.
- In addition, over 200 parent volunteers assist the children of the Mitchell School: cafeteria monitors, computer tutors, book discussion leaders, media volunteers, disability awareness instructors, T-ball coaches, and in a host of other roles.
- Each year, the Mitchell School parents and teachers adapt the school curriculum to a specific theme. The 1992/93 integrated project, C.A.R.E. (Citizens Acting Respectfully Everywhere) was designed to address areas such as self-esteem, personal responsibility, conflict resolution, and interpersonal problem solving. Classroom meetings, cooperative learning, and other strategies were implemented to meet these goals. Planning has started for a 1993/94 project focusing on reading and children's literature.
- The use of educational technology at Mitchell expanded. Computer telecommunication with New Mexico, Oregon, and Barcelona, Spain was continued.

Our technology program included instruction on the Apple IIe and Macintosh computers in the areas of problem solving, writing and publishing, spreadsheet, and many others. A CD ROM (Read On Memory) system was introduced for student research and the first grade classes participated in an interactive video Spanish language instruction program.

POLLARD MIDDLE SCHOOL

During the 1992-93 year, Pollard Middle School staff and students:

- Continued the comprehensive themes of social responsibility and personal development
- Improved their facility with technology
- Expanded the development and implementation of integrated, thematic units schoolwide
- Continued initiatives begun by the Pollard Educational Planning Council which addressed student recognition, communication with parents, and efforts involving more appropriate math groupings

- Incorporated, where possible, learning experiences integrating the on going renovations.
- The following are a few of the highlights of an exciting and productive 92-93 school year:
- Development Of Social And Personal Responsibility
 - Emphasized environmental programs including student-monitored lunchroom recycling, schoolwide paper recycling, and water conservation efforts.
 - Completed two more 4' by 8' collaboratively designed murals depicting student-generated themes of global connections, technological innovations, and environmental issues.
 - Developed extensive speaker series for Grade 6 focusing on African-American contributions and careers.
 - Expanded to all sixth graders *Project D.A.R.E.*, a substance abuse prevention program taught by a Needham police officer which emphasizes students role-playing responsible decision-making skills.
 - Infused key concepts from the *Facing History and Ourselves* program into our eighth grade curriculum.
 - Began a series of workshops for staff for the development of a schoolwide Conflict Resolution Program
 - Presented a second year of workshops for staff designed to expand their repertoire of strategies for maximizing the performance of *all* students
 - Provided several staff development opportunities to illustrate and reinforce the concepts of inclusion of all students and the importance of valuing diversity
 - Worked closely with several Pollard staff members on the Gender Equity Committee to develop appropriate strategies to combat gender inequities prevalent in the classroom
 - Introduced at all grade levels new multicultural novels depicting our world of diversity more accurately
 - Provided opportunities for METCO and resident students to develop greater mutual understanding and respect
 - Offered students opportunities to exert leadership, become role models, and serve the community through the Student Council and the Project Climb programs
 - Implemented new student recognition programs: Project of the Week displayed in the Media Center; a rotating display of student biographies; and a new after-school Book Club for eighth graders
 - Provided all students with a new handbook/assignment book for use in all subjects
 - Celebrated our new student-designed school flag with a joyous, schoolwide Flag Raising Ceremony in the fall

- Continued Infusion Of Technology
 - Implemented new seventh grade *Integrated Math* program which emphasizes hands-on, problem solving activities with appropriate use of calculators and computer software
 - Participated in several interactive television programs and exploited telecommunications opportunities internationally through PEACENET and locally with a school in Boston
 - Expanded our eighth grade math/science LEGO program with increased computer capabilities
 - Introduced interactive problem-solving software in the sciences at all grade levels
 - Increased CD-ROM research capabilities to include an encyclopedia, news, and research data bases
 - Included teacher-developed Computer Art strategies as a permanent component of our art program
 - Over half of the 8th grade students spent a day at Minuteman Tech creating robotic projects
 - Introduced *Computer Keyboarding* as a required course for all sixth graders
 - Implemented an after-school technology workshop for students in the Media Center
 - Provided several technology workshops for teachers and support-staff including a summer "tech camp" for 18 staff members each to become facile with a MAC and appropriate software for their classrooms
- Increased Interdisciplinary Efforts
 - Developed comprehensive, schoolwide activities to highlight lively national and local elections
 - Developed extensive schoolwide interdisciplinary activities celebrating Pollard's second annual *Earth Week*
 - Obtained a state grant to enable math teachers to develop authentic portfolio assessment techniques for math
 - Provided substantial time for staff to develop interdisciplinary units with one or more colleagues
 - Expanded Curriculum Center as a resource library and clearinghouse for interdisciplinary units
 - Emphasized the inclusion of math as a component of integrated projects: Adopt-A-Book; Chinese Connections; Mini-Olympics; African Animals; participation in a competitive Math Team League; and several units developed for Grade 6: *Greek Week*, *Frolicking Pharaohs*, *Bridges*, *Popcorn*, *NEON* (a small-business unit), *BIG* (an economic and life skills unit), etc.
 - Continued developing unifying themes involving our choral groups with our social studies and English curricula

- Students in all grades participated in dozens of interdisciplinary units throughout the year many of which incorporated the special skills and perspectives of our AFS Chinese intern teacher
- Infusion of architectural study and building in conjunction with our renovation projects where feasible

NEEDHAM HIGH SCHOOL

Needham High School is a four-year high school with a student population of 960. The faculty consists of the equivalent of 60 full-time instructional staff members, plus an additional 30 professional and support staff employees. The curriculum is varied and based upon a core curriculum concept. While the main emphasis of the high school program is on college preparatory courses, the program of studies offers excellent choices in the fine arts and career and occupational educational courses. The regular education program is augmented by the Personalized Learning Center. Students who are learning disabled are serviced by the special education program. The community classroom component which allows for internships, work experiences, and student volunteerism continues to grow.

- The administrative model proved effective enough to warrant its continuation for another year. There is now only one Assistant Principal who serves as the Dean of Students. In addition, there are three teachers who serve as Assistant Deans. The model is enhanced by the expanded role in the high school of the Department Heads who formerly served as K-12 Directors. The Department Heads have curriculum and instructional responsibilities 9-12. Their reports immediately follow.
- Student achievement remains high. The SAT scores continue to be significantly higher than the state and national results. Students won honors and awards for their musical, artistic, written, and oral presentations. The academic and athletic teams competed quite successfully.
- Members of the Class of 1993 have indicated that 90.1% have plans to further their education in the fall; 4.7% plan to work one year and then go on to school; another 4.7% plan on directly entering the work force; 4% plan to enter the military.
- The high school has a very active student government group and a Parent/Teacher Council committed to the continuance of quality education. Among many highlights this year was the joint effort of students, parents, and staff in planning and organizing The Day for Valuing Differences. Over thirty-five workshops and several assemblies gave the Needham High School community an opportunity to learn more about each other and the important social issues of today. In an effort to continue this sense of community, a Needham High School Alumni Association was formed. The third annual recipients of the Needham High School Distinguished Career Award were honored in October

EDUCATION

ENGLISH DEPARTMENT

During the 1992-1993 school year, the English Department continued to offer full-year courses at three levels to students in grades nine to twelve. Students were also able to enroll in three elective courses: Public Speaking, Experimental Writing and Theatre Arts.

Of the 27 students in the class of 1992 who took the Advanced Placement Test in English, 26 earned a score of 3 (qualified), 11 students received a rating of 4 (well qualified), 5 students received a rating of 5 (extremely well qualified). Scores on the College Board Achievement Test of English Composition were also impressive. The average score for the 142 students from the class of 1991 who took that test was 531, 20 points above the average for all students in Massachusetts.

Teachers in the department continue to be involved in a variety of activities in the school. Several teachers and students have been recognized for their achievements.

MATHEMATICS DEPARTMENT

The SAT scores, achievement scores and AP calculus scores remain at an all-time high for the school and well above state and national averages.

The teaching staff was involved in many workshops to keep current in the use of technology. There was a workshop in the use of graphic calculators, a TEC workshop dealing with software for instruction, and several teachers were part of a Woodrow Wilson National Fellowship Masters Teacher's Institute. The P.T.C. graphic calculators were in great demand during the year and proved very useful. Computers for teachers to use as instructional tools were put into two of the classrooms, a start of a five-year project.

SCIENCE DEPARTMENT

The Science Department has recognized the need to adapt to changing educational demands, as we move towards the year 2000. Self-reflection has stimulated a desire to change what we do and how we do it. Curriculum issues, instructional strategies, and the use of technology, to name a few, are areas which need continuous review and revision. In response to the shifting trends in science education, the Science Department has developed and will implement a new sequence of science courses.

Beginning with the 1993-94 school year, all freshmen will take biology, followed by physics in the sophomore year, and chemistry when they are juniors. When the class of 1997 reaches the 12th grade, they will be able to choose science courses from an expanded electives menu. Environmental science, marine biology, geology, human physiology, as well as the advanced placement program, represent a sampling of the courses to be offered. Since the senior year has been opened with an expanded electives program, students will be able to enroll in more science courses during their four years at Needham High School. The senior electives program represents an excellent

vehicle for students to do some meaningful curriculum integration within the sciences, as well as between departments. The opportunities to synthesize knowledge, think critically, and problem solve will increase significantly, as the new program is implemented.

- The incorporation of technology into the science curriculum, especially the laboratory component, is continuing with the addition of new equipment. This year the creation of a science technology center which can be used by students to tabulate, graph, analyze, and store data has improved the logistics of utilizing technology.
- "Hands-on" science is the focus of science education. The high school staff is continually working on the development of new laboratory experiences which promote critical thinking skills. Inferring, predicting, hypothesizing, and the other process skills of science are areas that are being addressed in our laboratory experiences. Students enjoy lab work which stimulates their intellectual curiosity, makes them active participants, and creates a feeling of "doing" real science. Expectations are high that the new lab format will foster renewed excitement in the sciences.
- Teams of science and mathematics teachers are identifying areas where the math and the science curricula can be integrated. Using real life science problems in the study of mathematics will only reinforce the conceptual understanding of each discipline. Curriculum projects, such as these, and the commitment to using varied technologies in the science classroom will without a doubt improve students' understanding and appreciation of science and technology.

SOCIAL STUDIES DEPARTMENT

- In the school year 1992-93, the department concentrated efforts upon the development of course expectations for each program offered to students. There are now clear, written expectations in place that describe in detail the writing, reading, and research expectations. The department also met on two occasions with the English Department. The purpose of these meetings was to discuss the skill and curriculum connections that exist between the two departments.
- Summer curriculum teams restructured criterion referenced tests for grades nine and ten. These tests are very helpful in terms of unit analysis, curriculum revision, and articulation of skills and subject matter.
- Again this year, students participated in the Harvard Model Congress and the statewide Massachusetts Bar Association Mock Trial Competition. Seven students received Outstanding Delegate Awards at the congress.

ATHLETIC DEPARTMENT

- The 1992/93 Interscholastic Athletic Program received continued support from the Needham Booster Club. Their hard work and generosity have given many extras that have enhanced the various athletic programs.

- The fall saw Needham High School teams qualifying for the State Tournament in Golf, Field Hockey, Boys' Soccer, Girls' Swimming, and Girls' Soccer. The Boys' Soccer team captured the league title and the South Sectional Championship.
- The winter season had the Girls' Basketball and Girls' Gymnastics teams qualify for their state tournaments. Hard work by the Girls' Gymnastics team led the way to the purchase of a new "Spring Floor."
- The spring capped a strong year for Needham athletics with six out of seven possible teams qualifying for the State Tournament.

CAREER EDUCATION DEPARTMENT

The Career Education Department worked closely with other departments within the school as well as with the Needham and Greater Boston communities at large to meet the needs of students concerning the academic curriculum as well as the experiential component of the core curriculum. The following are highlights of the 1992-1993 academic year:

- Computer keyboarding was required in grade six at the Pollard Middle School this year. Sections of the course were also available for seventh and eighth graders who were unable to schedule the course during previous years. The goal is to provide all students with keyboarding skills for computer use as they begin middle school.
- The Marketing and Management class "marketed and managed" a successful Blood Drive in conjunction with the American Red Cross in early May. This activity is becoming an annual event for this class which is always anxious to take on community-based projects of a "hands-on" nature.
- Students enrolled in the Early Childhood Education course had the opportunity to work at local day care centers. For many of these students this experience finalizes for them their decision to pursue a career working with children.
- The Environmental Action Committee continued to do an outstanding job collecting used white paper from throughout the school for recycling.
- The Career Fair, which has become another annual event, was held on April 15, 1993. Thirty-five adults from Needham and throughout Greater Boston visited the school to share their career experiences with the members of the sophomore class. The Fair prepares students for the internship opportunities available to them in the Community Classroom Program.
- During 1992-93, 52 students received credit for internship and volunteer experiences in the Community Classroom Program. Another 15 students have completed internships arranged for by The Education Cooperative. Many other students have internships and volunteer experiences which are in progress and will be completed during

the summer. Students who participate in the World of Work (work experience) program and the Teacher Cadet program are also eligible to receive credit through the Community Classroom Program.

- Each semester, as many as 12 students participate in the Bentley College Spotlight Program. Spotlight is an after-school program sponsored by Bentley College and coordinated by The Education Cooperative. The program brings together students from 6 area high schools on the Bentley campus for a series of 6 weekly seminars and workshops each semester. The program has a different theme or focus each year or semester. "Choosing A College" was the theme for the Fall 1992 program while "Life Issues of College-Bound Students" was the focus of the Spring 1993 sessions.

- Needham High School continued to be involved in School-Business Partnerships with the Needham Youth Commission, Polaroid Corporation and the Needham-Newton Chamber of Commerce. In addition, membership is maintained in The Jefferson Forum, a non-profit organization which sponsors school-based community service learning programs for students.

FOREIGN LANGUAGE DEPARTMENT

During the fall, the Foreign Language Department, responding to the national call for change, conducted a self-evaluation to determine the changes that have taken place during the last five years, the strengths and weaknesses of the department, and recommendations for the future.

- In April, 12 students from Paris, France stayed with Needham families, attended a variety of classes at the high school and at Pollard, and visited the Boston area with their host families or on a school field trip. Next year, there will be a true exchange program with a school in Germany. The German students will arrive in September and Needham students will go to Germany in April.

- 30 students from Needham visited Paris, the Loire Valley, the Mont Saint Michel and the town of St. Malo.

- It was agreed to offer the French Achievement Exam with listening as part of a national pilot. As a result, the Language Achievement Exam will be offered with listening in French, Spanish and German next fall. Students participated in the National Latin, French, and Spanish exams and, as usual, many performed extremely well receiving two perfect scores in Latin and one student placed 7th in New England on the National French Exam.

- One half of the foreign language staff has received some training in John Saphier's Understanding Teaching program.

- The French and Spanish APP classes and the Advanced German class went to New York for a day to visit the United Nations

and the Metropolitan Museum of Art. Each class also dined at a restaurant offering a cuisine from the country whose language they were studying.

FINE AND PERFORMING ARTS

The Fine and Performing Arts Department includes music, visual art, and drama in the Needham Public Schools.

- The culminating event of the year was the annual Festival of the Arts in May, this year held at Needham High School because of the renovations in other schools. Over 300 student works of art were exhibited along with multiple performances presented by students at all levels.

- 11 students at the middle school and high school received Boston Globe Scholastic Art Awards this year, including 6 silver key awards and 5 honorable mention awards.

- Student art work at all levels was exhibited throughout the year in each individual school and at the Administration Building.

- The Needham High School Jazz Band, which includes 20 high school instrumentalists, was awarded a bronze medal in the Southeast District Festival for the National Association of Jazz Educators competition in March.

- At the high school level, 2 students were selected for the All-Eastern Chorus, 4 participated in All-State performing groups, and 4 sang in the Southeast District Chorus.

- At the middle school level, 8 students were selected to participate in Southeast District performing groups. Also at the middle school, 3 students were selected to sing in the Children's Honors Choir that performed for the American Choral Directors National Convention in Texas. These 3 students were the only participants from Massachusetts in the Children's Honors Choir.

- The performances throughout the year featured students performing in choruses, bands, string ensembles, jazz bands, and theatre productions, complemented by exhibits of student art work.

- The high school concert band, jazz band, concert chorale and chorus spent 10 days in Great Britain, touring the countryside and performing both in concert halls and outdoors.

- In the summer of 1992, the Pollard Treble Choir accepted an invitation from the Jitro Children's Choir to visit them in Czechoslovakia. 45 Pollard students participated in a week-long preparation in Needham and the 10 day performance trip. The highlight of the experience was a combined performance in Hradec-Kralove with the Treble Choir and the Jitro Choir. Students continued their study of cultures and social awareness before the trip and into the new school year.

- The Pollard Stage Band performed both in the Festival of the Arts and Pollard concerts.

- The Needham Childrens' Chorus which includes elementary students from all schools, performed for the Needham holidays and the Festival of the Arts.

- The instrumental teachers organized the band students from all seven schools in a gala Bandorama in March, with over 300 students performing in the high school gymnasium.

- The High School Theatrical Arts Society had a successful year with fall, winter, and spring productions, including participation in the Massachusetts Drama Festival for the first time in many years.

- Throughout the year, the department faculty have been developing and implementing authentic assessment experiences for students that involve student reflection and self-evaluation of art work and musical performance. The assessment itself becomes a learning experience and allows the student to monitor progress over a period of time.

HEALTH AND PHYSICAL EDUCATION

The Physical Education and Athletics Department was changed by adding Health Education and removing Athletics. The Needham Physical Education Department has always been recognized for having an outstanding program with national prominence.

- This year the program was expanded beyond its innovative fitness and wellness concepts with an infusion of comprehensive health topics and the implementation of a Critical Health Issues course required for all eleventh graders. The Needham School Committee proposed the establishment of a "Comprehensive Health Advisory Council" to oversee the goals and objectives of this initiative, and the department is now Health and Physical Education.

- A twelfth grade assembly was held on HIV/AIDS with a health educator and a patient with AIDS from the Deaconess Hospital who presented his personal story of living with the virus.

- In conjunction with the Youth Commission and Needham Police Department, a series of events on substance use and abuse was conducted for 6 weeks called "Planting Seeds of Prevention." In addition, 2 parent awareness sessions were held.

In the emphasis of a "healthy lifestyle" philosophy, the department has conducted several community wide programs involving the elementary schools:

- P.E.P. Day was held at Ridge Hill where many elementary students and their families enjoyed a day of fitness and fun.

- Bicycle Safety Week, began with a kick-off presentation with the Boston Wheelmen and continued with each elementary school conducting a Bicycle Rodeo during the week.

- The Monster Dash was held again on October 29, 1992 with several hundred students participating.

EDUCATION

METCO PROGRAM

The 1992-1993 academic school year was one of growth and opportunity for the Needham Program. This program, which provides supplementary academic and social support to over 130 Boston resident youngsters enrolled in grades 1-12, is in its 26th year in Needham.

The Early Intervention Program, first initiated last year, was revitalized and involved giving support to elementary students in grades 1 and 2. In an effort to evaluate the successes of the program, portfolio assessments and pre/post testing for all participants was done. Aides used the inclusionary model so as to lessen feelings of isolation and stigmatization. Parents, teachers, and aides developed and implemented strategies to help students to improve academically.

Here are some highlights of programs and activities that developed or augmented:

- In January, Mitchell School had its Dr. Martin Luther King, Jr. program. Other activities included the "Friends and Feelings" program, the Needham Host Families Sleep-over, and the May Fest.
- During the month of February, Broadmeadow celebrated Black History Month. There were many cultural activities including an African art and sculpture display of famous African Americans and an African mask and print-making display. An African American storyteller did a presentation for the 1st and 2nd grades.
- At the Eliot School, fourth grade students did reports and posters on famous Black Americans. The children dressed up as the person they researched and also gave interviews. The "Hall of Fame" was decorated with famous African Americans, highlighting their contributions. There was also a Black History Trivia contest that the children really got into and also learned more about Black History.
- In celebration of Black History Month, the halls of High Rock displayed pictures and biographies of Black leaders. The two 5th grades did excellent reports on many African American leaders, past and present. They also posted lists in the main hallway of accomplished Black leaders in the areas of science, music, the military, government, the arts, sports and education. There was also an exhibit of the beautiful art of several African Americans. The 4th grades did book reports and studied a whole packet of contributions made by African Americans. The 3rd graders devoted an entire unit to the study of famous Black Americans, a unit on Dr. Martin Luther King as well as a unit on women, which included women of color. The 1st and 2nd grades also had worksheets which featured African Americans.
- At the Hillside, there was a bulletin board displaying accomplished African Americans. It also included an historical time line, noting special contributions that Blacks made to the United States. An electronic questionnaire board entitled "Do You Know Your Black History?" has been completed and will be displayed in the media center.

- A petition requesting permission to enroll 5 students in the kindergarten in September received favorable approval from the School Committee this Spring. This will be the first time in the history of the Needham program that Boston residents will be allowed to enroll at the kindergarten level. As participants in the K.A.S.E. Program (Kindergarten After School Program), they will be able to experience a full day's activities making it convenient for them to be transported via the elementary bus.
- There will be a summer Academic Enrichment Session sponsored by Needham. Boston resident students entering kindergarten and grade one, under the instruction of staff members, will work on sharpening basic skills in reading, writing, computing and language. This opportunity was made possible by the generosity of a grant from the Needham Education Association.
- At the Pollard Middle School some events included: a field trip to see Sarafina, Malcolm X movie field trip and workshop, Journey Through Africa slide presentation, an African art exhibit and a Kwanzaa Celebration.
- A Mentor Program was piloted this year. Their group activities have included visits to museums, guest speakers and career exploration to name a few. The purpose of the program is to raise student self-esteem and to give them role models to emulate.
- At the high school, the students started a Black Student Union to act as a support group for students of color. The club, which was opened to all high school students, held the first sponsored dance in January 1993. The purpose of the activity was to come together with all students of the high school to share in an activity that is mutually enjoyed. The B.S.U. also worked collaboratively with the Social Awareness Committee to sponsor forums, workshops and activities designed to reduce prejudice and discrimination and improve tolerance at Needham High School.
- Support was given to the Fine/Performing Arts Department to fund the purchase of materials to use in developing projects to expand multi-cultural education. Some materials purchased this year to be implemented in projects at various grade levels next year are: multi-cultural videos, books, artwork, instruments and sheet music.
- Race relations workshops were conducted. This year-long series of interactive sessions focused on increasing sensitivity and developing positive racial attitudes. The purpose was to give training to educators concerning ways they can be allies in "interrupting the cycle" of racism.

MEDIA SERVICES DEPARTMENT

The media and technology program supports the teaching and learning process in all of the schools. The media staff provides expertise in the evaluation and selection of materials and technology for curriculum applications, teaches a formalized curriculum of research and information

skills that allows students to deal with information critically and creatively, provides a multicultural literature program integrated into various areas of the curriculum and educates students and staff in the use of new media and technology tools. The teaching and learning environments of our schools continue to excel, due to the commitment and support of the media staff, and the program and services they provide.

- Interactive Spanish instruction was provided to all first grade students at the Mitchell School by the Media Department and the Foreign Language Department in partnership with Continental Cablevision. This pilot program tested the technology (two way audio and one way video) and the teaching methodology for primary foreign language instruction. The Needham High School studio was staffed by media personnel and student volunteers. This program received recognition in Continental Cablevision's *Cable in the Classroom* award competition.
- "Technology in Education" was the theme of the breakfast meeting of the Business/Education Expo sponsored by the Newton-Needham Chamber of Commerce. German students illustrated idioms in Hypercard and second grade students utilized the Macintosh as an electronic interviewer. Computer art was displayed and the Interactive Spanish program was viewed. The program demonstrated the various ways in which the schools are technologically preparing students for lifelong learning.
- MacSchool was the software package selected to manage all student data. After an intensive, but successful, two-year pilot at Needham High School, MacSchool training is beginning for all building administrators and support staff. Town Hall Data Processing will serve as the information hub. The broad band cable I-Loop (Institutional Loop), provided and maintained by Continental Cablevision as a part of Needham's contract, will carry the data, as well as video, among the schools. Each school office is in the process of being networked. This network is also delivering electronic mail throughout the system. The media staff selects and supports the hardware, maintains internal networks and troubleshoots with Continental on system problems.
- The Pollard and Newman Building Committees approved network designs for video and computer data to every instructional area. These school networks will connect all classrooms to the systemwide network and to resources beyond the school walls through telecommunications.
- A Technology Planning and Study Committee (systemwide group of teachers, administrators and media staff) met throughout the year to establish a dynamic framework of technology skills and understandings for students. The framework was presented in a multimedia format to the K-12 Curriculum Council which provides the instructional leadership to implement this framework.

- Over 100 teachers and administrators received technology training at TECH CAMPS conducted throughout July and August. These Staff Development opportunities were organized, coordinated and technically supported by the media staff.
- Each school media center has created a partnership within the school community through a volunteer program that involves a total of 175 parents and seniors systemwide. The trained volunteers handle the circulation of over 150,000 items that meet the needs of students and teachers throughout the year. The volunteer support allows our professional staff to directly service the students with a program of literature enrichment, information skills and technology literacy.
- The media specialists, in collaboration with the K-8 reading teachers and middle and high school English teachers, provide an outstanding summer reading program. The high school now has a comprehensive supplementary reading list along with the required readings. The middle school media staff and PTC sponsored a book fair in June to provide the summer books at a discount to students.
- The professional media staff has been very skillful in obtaining grant moneys to further our technology goals. Some of the results include CD-ROM workstations and telecommunications links which are available in all school media centers.
- Needham has been recognized for its high level of participation in MCET, an interactive video and telecommunications service. Student enrichment programs and staff development opportunities have been highly utilized in all schools.
- The Multimedia Learning Center at Needham High School provides increasing opportunities for students to use the tools of technology for preparing presentations. The media staff teaches specific software applications, such as Hypercard and Persuasion, and provides technical support throughout the process. Over four hundred students utilized these facilities for project presentations.

PUPIL PERSONNEL SERVICES

One of the responsibilities of the Pupil Personnel Department is to monitor testing results and statistics for the school system, and this year's data is very encouraging:

- High School seniors had an average SAT score of 1031, the highest score in the history of the Needham school system with over 95% of the class participating in the testing.
- On the Massachusetts Educational Assessment Program tests, which were administered by the Commonwealth, Needham students were ranked among the top 8 communities in the state and the elementary students were first.
- Needham's 11th grade PSAT results were the highest in the history of the school system.
- 5th and 8th graders participated in the Educational Records Bureau testing for the

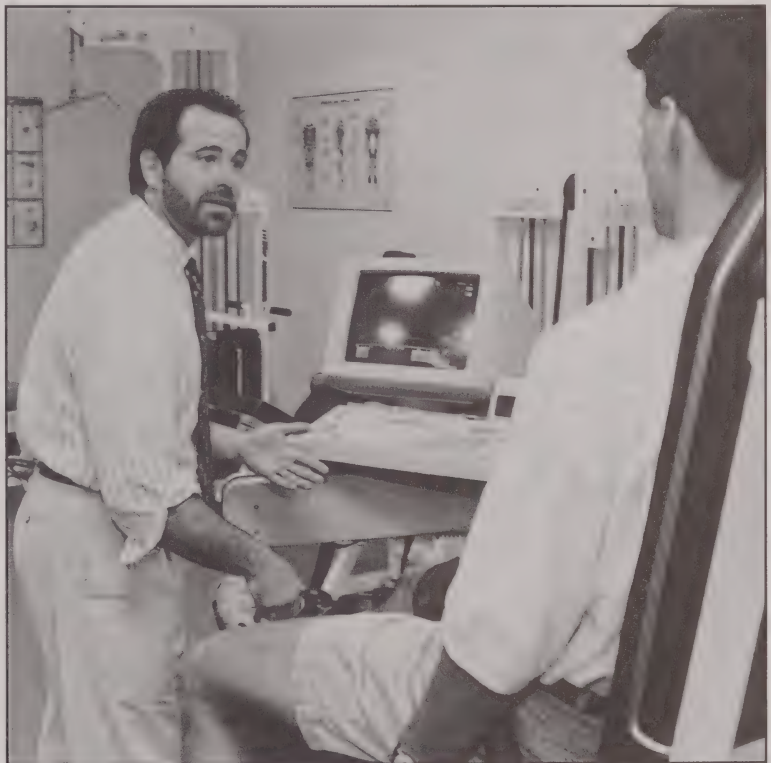
first time this year. Results indicate that our students rank near the top nationally, are out-performing students from other similar suburban communities, and score almost as well as students in private schools.

- For the Class of '93, there were 76 local scholarships awarded, totaling over \$80,000.
- Over 81.5% of the graduating seniors are attending four-year schools next year and another 6.4% are going to two-year institutions.

The Pupil Personnel Services Department would also like to mention a few of the accomplishments and innovations which took place this year:

- The integrated program for preschool children was continued and expanded this year.
- A bibliotherapy program was created to enable parents and teachers to use literature to help children cope with social issues.

- Special education staff received extensive training in inclusionary education, and inclusion programs now exist in every school in Needham.
- Parent education programs were run at every level of the system.
- An International Club at the high school continues to increase recognition and appreciation of cultural differences.
- A Big Brother/Big Sister program at the high school provided support and assistance to new students.
- A Student Assistance Program was established to provide early identification and assistance to at-risk students.
- Transition activities were held for all students and parents affected by redistricting.
- Training was held for teachers and administrators to promote gender fair educational instruction and practices.



A local physical therapist explains the use of new equipment in his office.

EDUCATION

FUTURE SCHOOL NEEDS COMMITTEE

PURPOSE

The Future School Needs Committee was established by Article 62 of the annual Town Meeting of 1950 and was last continued by Article 45 of the Annual Town Meeting of 1993. The Committee Acts in an Advisory Capacity to Town Meetings by formulating decisions affecting the Needham Public Schools. The Future School Needs Committee projects future enrollments and works with various other Town Committees as well as the appointed Sub Committees of the School Committee.

FY'93 HIGHLIGHT

Enrollment projections continue to show an increase.

Town birthrate continues to exceed projected averages indicating a larger long range school population.

Long range energy plan continues to show energy and monetary savings of 16.5 Billion BTU and \$117,100.00 respectively. Average cost of MBTU of energy decreased from 6.44 to 6.15. Capital outlay energy projects again were awarded at prices less than estimated.

Many school energy projects were deferred by the Capital Outlay Committee.

Participated on the Pollard and Newman Building Committees.

Participated on the Capital Improvement Planning Committee.

FY '94 FORECAST

Continue to evaluate elementary school needs by promoting the long range plan which will include handicapped access, renovation of structural integrity, improved energy use and upgrading of existing facilities to meet safety code and educational standards.

Complete to 1994 Enrollment Projections.

Participate on the Newman and Pollard School Building Committees.

Evaluate the School Energy Savings Program.

Promote Implementation of Energy Savings Projects (Capital Outlay).

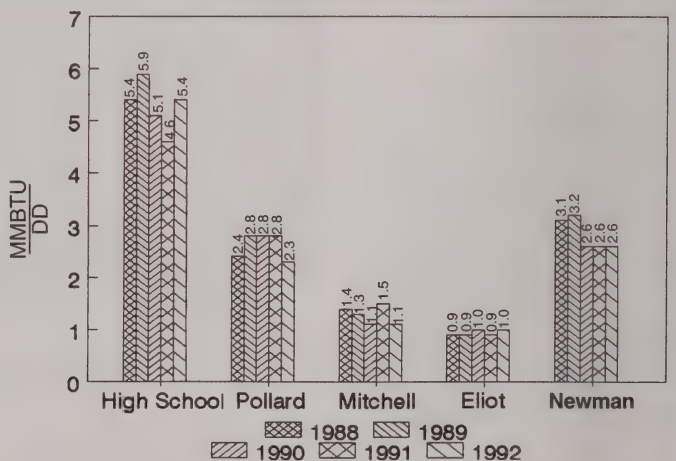
FUTURE SCHOOL NEEDS ENROLLMENT PROJECTIONS

YEAR:	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001
BIRTHS:	280	327	293	336	301	307	307	307	307	307
Grades Projected/Actual										
K	284	314	336	301	345	309	316	316	316	316
1	347	343	334	357	320	364	328	335	335	335
2	322	332	334	325	348	311	355	319	326	326
3	286	284	329	330	321	344	307	351	315	322
4	305	307	284	329	330	321	344	307	351	315
5	301	312	303	281	325	326	317	340	303	347
K-5 Total	1845	1892	1920	1923	1989	1975	1967	1968	1946	1961
6	282	295	315	306	284	328	329	320	343	306
7	299	294	288	307	298	276	320	321	312	335
8	265	263	286	281	299	290	268	312	313	304
6-8 Total	846	852	889	894	881	894	917	953	968	945
9	230	250	245	267	262	279	270	250	291	292
10	237	241	249	244	266	261	278	269	249	290
11	244	236	240	248	243	265	260	277	268	248
12	230	235	231	235	243	238	259	255	272	263
9-12 Total	941	962	965	994	1014	1043	1067	1051	1080	1093
K-12 Total	3632	3706	3774	3811	3884	3912	3951	3972	3994	4013

ENERGY USE 1976-1987



ENERGY USE 1988-1992



POLICE DEPARTMENT



William G. Slowe,
Police Chief

PURPOSE

The Needham police mission is the maintenance of social order within carefully prescribed ethical and constitutional restriction.

This mission contains the following elements:

- Prevention of Criminality
- Repression of Crime
- Apprehension of offenders
- Recovery of property
- Regulation of noncriminal conduct
- Performance of miscellaneous services

BUDGETARY DATA FY'93

Salaries	\$2,444,868	No. of Employees
Expenses	215,218	Full Time 54
Capital Items	84,785	Part Time 12
Total	\$2,745,971	

FY '93 HIGHLIGHTS

During the fiscal year 1993, officers and staff continued to devote their efforts to providing a consistently high level of quality police service to the community. The continuing assignment of personnel to key service areas such as drug and safety education, crime prevention, traffic enforcement and investigative services has allowed a number of officers to interact closely with various segments of the community including families, local youth, senior citizens, and victims of crime. During the year a number of patrol cars were equipped with mobile data terminals which enable officers in the field to readily obtain license, registration and warrant information in their cruisers without having to request such information through the police dispatchers. The D.A.R.E. (Drug Abuse Resistance Education) program continued to be a success with sixth graders, and our community service officer provided valuable assistance to seniors and other residents who are often the victims of crime.

Needham detectives were instrumental in the identification and prosecution of a Boston man who had broken into a number of local appliance and computer stores. This burglar, who had operated throughout four counties over a 20 month period received a 9-15 year prison sentence in May.

During the year the investigative division also identified a trend in housebreaks which affected many communities throughout eastern Massachusetts and southern New Hampshire. As a result a multijurisdictional task force known as the "Oriental Rug Task Force" was formed. By working together with state police assigned to the Attorney General's office, the

FBI, and detectives from many other communities, Needham detectives were instrumental in spearheading an exceptional investigative effort which focused on the identification of a group of thieves who targeted residential properties with oriental rugs.

Our detectives also assisted agents from the Internal Revenue Service's Criminal Investigation Division during the investigation of several individuals suspected of filing false and fraudulent claims for income tax refunds.

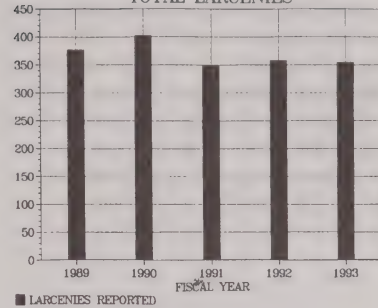
In addition to Inservice Training administered by the Massachusetts Criminal Justice Training Council all officers completed training in areas of law enforcement which are essential in providing for more effective police response. Officers received training in domestic violence, hate crimes, rabies, emergency evacuation procedures, and firearms. All officers were also trained in the use of capstun pepper mace, an immobilizing agent, which enables officers to effectively subdue combative individuals with a minimum amount of force. By equipping officers with this effective law enforcement tool it is anticipated that there will be a reduction in the possibility of injury to either officers or to the unruly persons whom they occasionally confront.

Working together with other town departments' superior officers and selected personnel, a great deal of time was spent, researching vendors and reviewing proposals for a public safety computer system to update the existing equipment and software. After many months of research into a number of "state of the art" public safety information processing systems, the Data Processing Committee, which included members of the police department, recommended that HTE Public Safety Corporation of Orlando, Florida be awarded the contract to provide the Town's Public Safety Computer System.

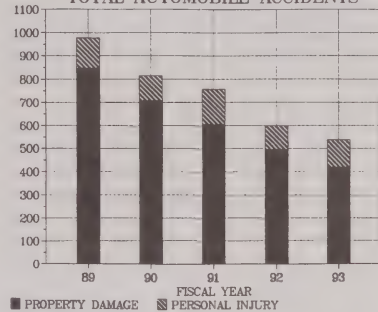
FY'94 FORECAST

- To deploy a well-trained, highly motivated, and disciplined force of officers who are able to meet the law enforcement and service needs of the community.
- To continue to provide safety and drug education programs for Needham residents and schoolchildren.
- To continue to train all officers so that they will maintain the technical competence necessary to deal with the complex problems facing law enforcement professionals.
- To increase the accuracy of information received, processed and utilized through the installation of the new Public Safety Computer System.
- To work toward implementation of the E911 emergency telephone system which will increase assurance of a rapid emergency response to emergencies in the community.
- To continue to develop policies and practices which address the needs of the community and provide a high level of efficient and effective police service.

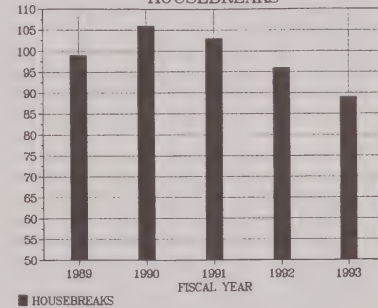
TOTAL LARCENIES



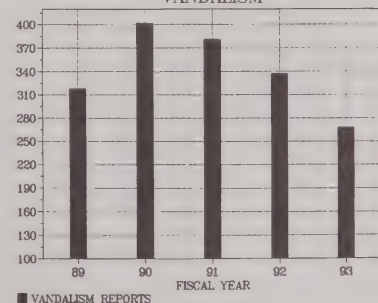
TOTAL AUTOMOBILE ACCIDENTS



HOUSEBREAKS



VANDALISM



PUBLIC SAFETY

FIRE DEPARTMENT



Robert A. DiPoli,
Chief

MISSION STATEMENT

To provide to the Town of Needham, an effective, well trained team of professionals to protect their lives and property through fire suppression, emergency medical services, and fire prevention and education in the most cost-effective manner possible.

BUDGETARY DATA

Salaries	3,088,020.
Expenses	250,730.
Capital	0.
	<u>3,338,750.</u>

PERSONNEL DATA

In FY93 the Fire Department employed 71 full-time employees.

FY93 SUMMARY OF INCIDENTS

Fires	56
EMS	997
Service Calls	348
False Calls	365
Miscellaneous	166
	<u>1,932</u>

Miscellaneous calls include overpressure rupture calls, hazardous conditions and good intent calls. In addition, there were numerous Fire Prevention and Public Information calls.

COST OF FIRE PROTECTION

The cost of fire protection and emergency medical services provided by the Fire Department averaged \$118.93 per year, per person in FY93.

FY93 HIGHLIGHTS

- In May, Town Meeting members approved the request to purchase a Fire Department brush truck and a command vehicle.
- The Fire Chief attended "Strategic Analysis of Fire Prevention Programs" at the National Fire Academy's Executive Fire Officer program in Emmitsburg, Maryland. This is his third course in the four year program which is designed to provide senior officers with a broad perspective on various facets of fire administration including management of change, leadership styles, proactive fire protection planning, fire prevention and suppression strategies, and working within the organizational structure.
- One of our Deputy Fire Chiefs attended a 6 month certificate course at the Massachusetts Firefighting Academy. The Chief Fire Executive Officer training program is designed to provide the chief fire officer with innovative managerial techniques, as well as human resource skills.
- The Fire Prevention/Inspection Bureau issued 817 permits and collected \$20,535 in revenue.
- 78 underground tanks were removed under the provisions of M.G.L., Chapter 148, C.M.R. 527, 9:00.

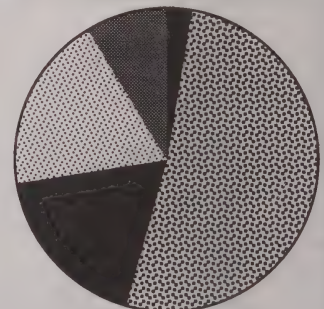
- 139 applications for permits to install/alter fuel oil burner equipment were submitted to the Fire Prevention/Inspection Bureau under C.M.R. 527, 4:03.
- 501 homes were inspected for properly placed and working smoke detectors.
- The department is extremely fortunate to have 32 dedicated professional firefighters who are trained at the EMT-D(defibrillator) level.
- The department took delivery of a new rescue ambulance.
- The Emergency Medical Services (EMS) Division now runs two emergency rescue units and has two defibrillators in service.
- The EMS Division responded to 997 emergency medical calls and collected \$112,305 in revenue.
- Emergency medical data informational kits are available free of charge to residents of the community.
- The Administrator of the Emergency Medical Services Division was nominated and selected to participate on the Medical Control Committee of the Regional Emergency Medical Services Advisory Council. The mission of the Council is to "support(s), strengthen(s), and promote(s) the quality of EMS by fostering a system of care, furthering public and professional education, and encouraging research."
- Fire alarm personnel made 650 visits to businesses with master fire alarm boxes installed to check protection systems.
- The Fire Alarm Division collected \$61,920 in master box subscriptions, \$650 in commercial sprinkler inspections, and \$525 in commercial fire alarm inspections.
- As a result of the blizzard in December of 1992, several thousand feet of new fire alarm cable was installed.
- The Fire Alarm Division's Assistant Superintendent was elected First Vice-President of the International Municipal Signalmen's Association, New England Chapter for FY94. In addition he continued working for the Fire Prevention/Fire Protection Advisory Board under the Control of the Commonwealth of Massachusetts Board of Building Regulations and Standards, and continued to sit on the CMR 24 Correlating Committee to help re-write standardized fire protection codes within the state.
- One of our FF/EMTs underwent intensive training at the State Firefighting Academy for hazardous material response, and became certified as a hazardous materials technician. As a result of his training and knowledge, he was selected to be on the Metropolitan Hazardous Materials Regional Response Team. The team is comprised of 40 members from Metro Fire District 13 and are called upon to mitigate chemical incidents. In addition, he was selected to attend the National Fire Academy's course, "The Chemistry of Hazardous Materials". This course teaches students how to evaluate potential hazards and behaviors of materials to be considered hazardous, and to improve decision-making, safety operations, and handling.
- One of our Deputy Fire Chiefs, who is a member of the Local Emergency Planning Committee, chaired, organized and participated in an emergency management disaster

tabletop exercise. The objective of this exercise was to test the capabilities of the town's emergency response system to a major disaster. Many town departments participated in this exercise including the Board of Selectmen, Fire Department, Police Department, Board of Health, Civil Defense, Public Works Department, and Glover Memorial Hospital.

FY94 FORECAST

- The Fire Department is awaiting the installation of the new town wide computer system which will eliminate duplication of effort, make many procedures much easier, and allow for quick retrieval of information.
- The Fire Chief will be taking his final course in the National Fire Academy's Executive Fire Officer Program. The two-week course, "Strategic Analysis of Executive Leadership" focuses on the roles and responsibilities inherent in the position of chief executive officer.
- With the increasing concern over chemicals/toxins and hazardous waste spills, the Fire Prevention Bureau is looking forward to assisting gas station retailers in acquiring a better understanding of the federal and state environmental safety and health regulations that affect his/her operations.
- The Emergency Medical Services Division looks forward to further training which would advance our EMT's to the EMT-Intermediate level, allowing them to dispense drugs.
- The Fire Alarm Division will be heavily involved in installing cables for the new computer system. The cables will allow departments to interconnect on the system.
- The Department will become involved in Total Quality Management (TQM) training. TQM is a strategy used to manage day-to-day activities based on integrating the tasks to be performed with the prescribed way in which they are to be performed. Once this is achieved, the desired outcome will be realized.
- One of our Deputy Fire Chiefs will be attending the 6 month certificate Chief Fire Executive Officer training program presented by the Massachusetts Firefighting Academy.

FY93 SUMMARY OF INCIDENTS



■ Fires	2.9%
▨ EMS	51.6%
▩ Service Calls	18.0%
▧ False Calls	18.9%
■ Miscellaneous	8.6%

NEEDHAM CIVIL DEFENSE



Julius T. Fedel,
Director

Needham Civil Defense continues in its role of assisting in emergency management and in working with the town's public safety and other agencies in providing facilities, talent and personnel at times when the town is under stress. The organization is staffed by volunteers from among our citizenry who feel a particular dedication and responsibility to the town. These volunteers are committed to seeing that the town weathers emergencies with a minimum of danger and discomfort, particularly to our older citizens and to our young. As always, we would be pleased to welcome new volunteers and new talents into the program.

FY93 BUDGET DATA

Salaries	\$ 3,000
Expenses	\$15,000
Capital Outlay	0
Total	\$18,000
Number of Employees	
Full Time	0
Part Time	1
Sworn Volunteers	30

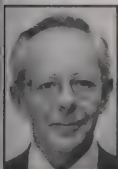
The principal divisions of the Civil Defense are the Auxiliary Police Program and the Communications Division. The Auxiliary Police perform functions such as directing traffic at an incident site or when a loss of electricity causes failure of traffic signals. They also perform duties such as standing guard over downed wires during storms and providing other safety services. Many of the activities that contribute to the vitality of the community, such as the Fourth of July, Halloween events, canoe races and the walks and runs sponsored by Park and Rec and other town and volunteer agencies, benefit by having the Auxiliaries contribute their services

for safety and traffic control. Participation in these events also provides a vital training opportunity for our volunteers.

The Communications Division is staffed in large part by members of the Needham Amateur Radio Association. The division maintains the CD communications facilities and also provides links through the RACES program that tie the town back to Massachusetts Emergency Management Agency personnel at the sector, area and state levels. Both town-owned and private communications equipment is brought into service whenever there is a breakdown of normal communications facilities.

In addition to the duties mentioned above, communications personnel and auxiliary police members assisted Red Cross volunteers in staffing the town's emergency shelter during two winter storms in anticipation of storm damage to homes or loss of electricity and loss of heating and feeding facilities for homeowners.

BUILDING DEPARTMENT



Armand LaVigne, Building Inspector; Andrew Brown, Plumbing Inspector; Donald B. Griffin, Wiring Inspector

This department is responsible for reviewing applications and plans to construct, alter and demolish any building or structure, for compliance with applicable Zoning By-Laws, Massachusetts State Building Code, Massachusetts State Fuel, Gas and Plumbing Code, Massachusetts State Electrical Code and the Town of Needham Sign By-Law.

The Massachusetts State Building Code also requires this department to inspect public buildings. There are 13 places of worship, 15 day care sites, several state group homes, 4 nursing home facilities, Glover Memorial Hospital, The Charles River Association for Retarded Citizens, The Walker Home, 7 public schools, 2 private schools, and approximately 45 other places of assembly that require inspections throughout the year to insure that these structures comply with the Building Code for public safety, ingress and egress.

Responding to inquiries about what one is allowed to do at his property has been a major responsibility of the Building Inspector. It is

the Inspector who must determine that all permits for additions and uses of properties, both residential and non-residential, conform to the Town of Needham Zoning By-Laws.

The Building Inspector also advises those residents who are not in conformance with the Zoning By-Laws of that fact and sees that the necessary corrections are made.

BUDGETARY DATA

Number of employees:	
Full-time	3
Permanent part-time	3
Part-time	7
Salaries	\$137,361.00
Expenses	\$6,205.00
Total	\$143,566.00

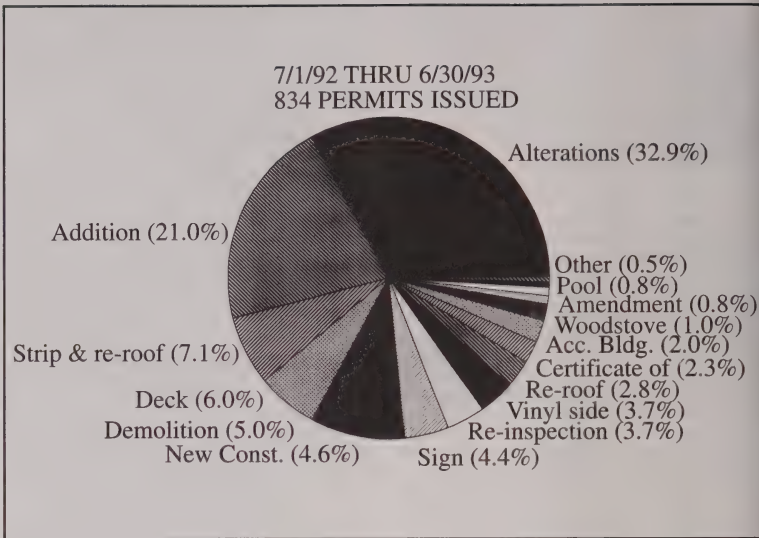
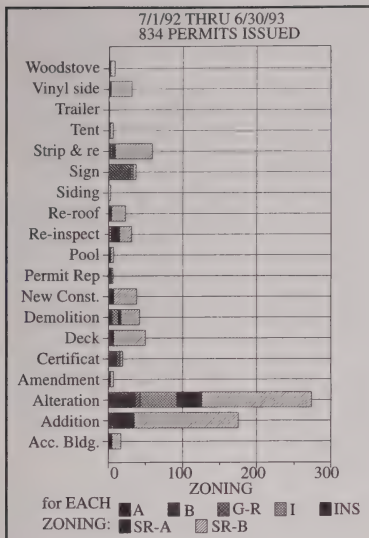
This Department issued a total of 2,602 permits and collected \$284,376.50 this year in permit fees.

	1989	1990	1991	1992	1993
New Single Family Dwellings	28	19	23	36	34
New Two Family Dwellings	1	-	1	-	-
New Non-residential Buildings	5	3	2	2	5
Conversion to Two Family	3	-	-	-	-
Add/Alter Existing Residential Buildings	572	538	566	559	561
Add/Alter Existing Non-residential Buildings	92	77	129	122	145
Demolish or Relocate	24	20	17	14	42
Swimming Pools	9	15	12	10	7
Signs	46	60	47	63	37
TOTAL	780	745	774	806	831

of permits issued/Fees collected

	1989	1990	1991	1992	1993
Building	725/\$207,735.	670/\$148,141.	738/\$190,864.	744/\$247,294.	794/\$210,519.
Plumbing	593/\$ 17,975.	526/\$ 15,558.	557/\$ 16,520.	677/\$ 20,881.	695/\$ 19,615.
Gas	237/\$ 6,664.	223/\$ 4,855.	280/\$ 5,710.	249/\$ 5,775.	314/\$ 7,355.
Wiring	810/\$ 44,686.	954/\$ 39,425.	786/\$ 41,681.	774/\$ 42,670.40	756/\$ 38,573.
Signs	46/\$ 2,480.	60/\$ 2,830.	47/\$ 2,560.	63/\$ 3,080.	37/\$ 1,500.
Swimming Pools	9/\$ 350.	15/\$ 650.	12/\$ 500.	10/\$ 400.	6/\$ 275.
Miscellaneous Fees	\$ 1,761.	\$ 4,542.	\$ 3,735.75	\$ 2,903.75	\$ 6,539.50
Totals	2,428/\$281,871.	2,461/\$216,326.	2,402/\$261,570.75	2515/\$ 323,004.15	2602/\$ 284,376.50

PUBLIC SAFETY



PUBLIC FACILITIES

PUBLIC WORKS DEPARTMENT



Richard P. Merson, Director of Public Works;
James J. Courchaine, Superintendent Water
and Sewer Division; John F. Cusick,
Superintendent Park Division; David F.
Greenwood, Town Engineer; Roger A. Stolte,
Superintendent Highway Division

PURPOSE

Public Works includes, in its broadest sense, all endeavors related to the planning, designing, construction, operation, maintenance and management of the physical facilities necessary or desirable to community life. The Needham Public Works Department renders service to all citizens in the areas of highway maintenance and construction, water

supply and distribution, sanitary and storm sewer construction and maintenance, solid waste disposal, traffic control, park maintenance and snow removal. The Department provides its own administration, engineering and equipment maintenance.

BUDGETARY DATA

Personal Services	\$2,492,817
Expenses	1,836,537.
Capital Expenses	410,243.
MWRA Sewer	2,930,600.
MWRA Water	93,806.
Total	\$7,764,003.

Number of Employees

Full time	76
Part Time	14

FY'93 HIGHLIGHTS

Recycling markets have slightly improved. Mixed paper, including phonebooks, magazines, and grayboard, is recycled now at approximately 13 tons per month.

Shipped 5,511 tons of rubbish to Wheelabrator Millbury and 8,328 tons of rubbish was buried in the landfill.

Composted 5,750 tons of yard waste, and recycled 1,089 tons of newspaper, 320 tons of glass, 47 tons of corrugated cardboard, and 30 tons of tins cans.

Removed 183 tons of metal from the waste stream.

Goodwill received 104 tons of textiles.

11,908 Disposal Area user stickers were purchased.

Resurfaced 2.34 miles of roadway.

Reconstructed and resurfaced 2 miles of South Street, from Chestnut St. to Dover Town-line.

Roadway damage from the winter season increased by 300% from previous year.

51 miles of traffic markings were installed.

Undergrounding of utilities on Chestnut Street completed.

Central Ave./Eliot St. Bridge rehabilitation completed.

Rosemary Lake sluiceway completed.

Cleaned up after December 12 & 13 1992 snow storm.

Reconstructed McLeod baseball diamond in-field.

Constructed Concession Stand at Memorial Park.

Loamed, seeded and sodded worn areas at Defazio Complex and Cricket Field.

Construction of the MWRA Wellesley Extension Sewer Replacement continued. MWRA Sewer Charges increased 22.40 percent.

Water main replaced on Great Plain Ave. between Green St. and Greendale Ave, and between Linden St. and Central Ave.; and

PUBLIC FACILITIES

Central Ave. between Newton Town-Line and Hampton Ave.; and Hunnewell and Taylor Streets

Water main and storm drains replaced on South St., between Chestnut St. to Dover Town-line.

Dunster Road Water Tank rehabilitated

ADMINISTRATION DIVISION

Administrative Service to	
All Divisions	\$141,491.
Water Records, Data Entry,	
Customer Relations	22,062.

ENGINEERING DIVISION

Service to Public Works	219,238.
Service to Assessors	15,328.
Service to Planning Board	7,327.
Service to Other Agencies	10,348.

GARAGE AND EQUIPMENT DIVISION

Operation, Maintenance and	
Repair of Equipment	216,096.
Public Works Building	75,100.
Equipment Replacement	245,558.
Special Project -Replace	
Overhead Garage Doors	26,311.

HIGHWAY DIVISION

Maintenance of Public Ways	510,677.
Disposal Area Operation	924,918.
Traffic Control	
Signs and Posts	7,017.
Pavement Marking	7,129.
Signal Maintenance	37,429.
Parking Meter Collection and	
Maintenance	35,813.
Special Projects	
Central Avenue Bridge Design	11,054.
State Aid - South St. from	
Chestnut St. to Dover Town-line	249,652.
& various other streets	
Traffic Consultant	31,146
Landfill Consultant	31,691.
Re-Use-It Building	6,914.

PARK DIVISION

Forestry	
Tree Removal	33,225.
Pruning and Surgery	33,161.
Shade Tree Planting	4,307.
Roadside Brush & Grass	21,796.
Park Maintenance	91,962.
Equipment Maintenance	14,178.
Park and Recreation	
Athletic Field Maintenance	110,897.
Town Commons	10,868.
Rosemary Pool	27,288.
Ice Maintenance	14,383.
Equipment Maintenance	16,577.
Ridge Hill Reservation	22,014.
Memorial Park	63,668.

SEWER DIVISION

Maintenance of Sewers	284,058.
Pumping Station Operation,	
Maintenance & Repair	141,660.

Maintenance of Drains	143,707.
Intra Division Service	37,407.
Sewer Construction	37,594.
Sewer System Rehabilitation	58,989.
Massachusetts Water Resources	
Authority Sewage Disposal	2,930,600.

WATER DIVISION

Supply & Pumping	208,439.
Treatment	50,426.
Distribution	352,510.
Customer Service	48,015.
Water System Rehabilitation	467,527.
Massachusetts Water	
Resources Authority Water Purchase	93,806.
Water Meter and Hydrant Replacement	20,227.

SNOW AND EMERGENCY

Snow	
Street Plowing	208,214.
Sidewalk Plowing	24,616.
De-Icing Sand & Chemicals	97,524.
Equipment Repair	55,723.
Emergencies	
Disposal Area	4,115.
Sewer	8,686.
Water	6,849.
Winter Storm Damage	81,310.

FY'94 FORECAST

Traffic Control Signal will be replaced at Highland Avenue and May Street. Sidewalk handicap ramps adjacent to public buildings will be installed.

Great Plain Avenue, from Greendale Ave. to Harris Ave., to be reconstructed and resurfaced.

West Street to be reconstructed and resurfaced.

Harris Avenue, from Great Plain Avenue to Webster Street will be resurfaced.

Continue school walking route sidewalks resurface program.

Finalize plans to close landfill; closing date uncertain.

Initiate regional woodgrinding program.

Wellesley Extension Sewer Replacement near completion.

Implement Geographic Information System (GIS) associated with sewer infiltration and inflow reduction, including Washington Ave./Sargent St. area.

Reduce net amount of water purchased from MWRA by transferring excess water from Needham wells to MWRA during cold weather months.

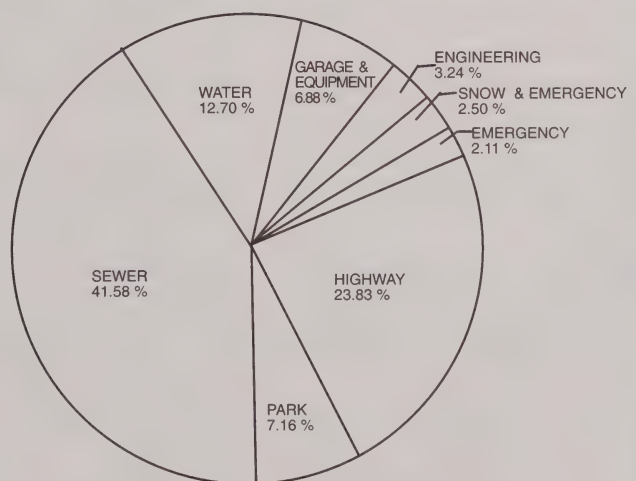
Water main will be replaced on Lawton Road, Cedar St. and Country Way.

Upgrade Cooks Bridge pumps.

Install auxiliary power in the West St. and Reservoir St. pump stations.

Perform study on No. 3 well at Charles River to determine best method to remove manganese.

HOW THE FUNDS WERE EXPENDED



TOTAL \$7,764,003

HUMAN SERVICES

GLOVER MEMORIAL HOSPITAL



Robert Heald, Chairman; John Antonakes, John Cogswell, Priscilla Dasse, Richard Luskin, Manuel Martino, Edward Murphy, Maryruth Perras, V.K. Saini, Larry Smith, Jeffrey Somers, John Dalton, Administrator

PURPOSE

The purpose of Glover Memorial Hospital is to:

Offer high quality medical care to residents of Needham and surrounding communities.

Play a leadership role in working with the local medical community, other health agencies, town departments and community-based organizations.

Address the future healthcare needs of the community through the acquisition of state-of-the-art medical and surgical technology and recruitment of new physicians to the area.

Sponsor educational forums, health risk screenings and other events to promote the benefits of preventative health care.

BUDGETARY DATA

Salaries & Wages	\$9,791,758
Supplies & Other Expenses	\$6,932,526
Town Expenses	\$1,576,454
Depreciation/Interest	\$ 894,524
Capital Acquisitions	\$ 683,523
Total:	\$19,878,785

Number of full-time employees: 167

Number of part-time employees: 254

FY '93 HIGHLIGHTS

Glover realizes a gain from operations

Despite experiencing a slight decrease in patient volume due to an increasingly competitive pressures in a volatile health care environment, Glover realized a gain from operations for the fourth consecutive year of nearly \$100,000. Cost effective management practices and prudent utilization of hospital resources contributed to the net gain.

Glover recruited physicians with special interests in the areas of neurology, podiatry, and internal medicine to the medical staff, thereby enhancing the delivery and availability of health care services in the Needham area.

Glover proceeds with plans to affiliate with Deaconess Hospital

During the fall, a committee composed of Glover Trustees, physicians and management personnel investigated affiliation with a larger health care provider. Throughout the investigation, the committee focused on the most important goal of an affiliation: The preservation and enhancement of the range of health care services available to Needham. Discussions with four potential affiliation partners ensued. The committee selected Boston's Deaconess Hospital, a tertiary facility and a major teaching hospital of the Harvard Medical School, as the potential partner with whom to conduct further affiliation negotiations. During the spring and through the end of June, discussions took place concerning the specific nature and operational details of the affiliation. It was anticipated that the formal affiliation agreement would be approved and signed by the respective Boards of Trustees of both hospitals no later than the end of September.

Town Meeting supports two Glover bond issues

Town Meeting approved two separate bond issues in recognition of Glover's need for specific investments in facilities improvements and equipment acquisitions to enhance patient comfort and to improve services during the next four years. These bond issues addressed various facilities improvements including upgrading elevator services, enhancing all HVAC systems and renovating radiological patient care areas. Equipment acquisitions made under the bond issue included the purchase of a surgical instrument processor, orthopedic surgical table, a lab analyzer and stress system and Pulmonary Function Lab.

Glover's newly renovated Ambulatory Services Center completed its first full year of operation

Glover introduced three new outpatient programs (diabetes treatment services, cardiac rehabilitation and urological services) which utilize the newly renovated, state-of-the-art ambulatory services center. The three new programs introduced to the Ambulatory Center

during the year were responsible for more than 1,000 patient visits. The patients of existing Glover programs such as endoscopy, oncology and respiratory services continue to benefit from the high level of comfort and convenience that the Ambulatory Center affords. Glover's three new outpatient programs were the result of an ongoing, long-term planning process. Members of the Planning Committee working with Hospital staff members, continue to develop new programs and services, thereby enhancing the delivery of health care services to the community.

Glover conducts first annual appeal

During the fall, Glover initiated its first annual appeal with a town-wide, direct mail initiative and a direct mail effort to recent inpatients and outpatients. The appeal generated more than \$40,000 in contributions. These funds will be directed to special patient care equipment purchases and to Glover Medical Staff Development, a non-profit organization dedicated to the recruitment of new physicians to the Needham area.

Glover demonstrated continuing commitment to the integration and practical application of the quality improvement process.

Glover department heads completed group training exercises covering the theory and application of continuous quality improvement. These training exercises have resulted in the formation of several quality improvement teams which have systematically analyzed, evaluated and recommended important service improvements, technological investments and development of new services. Glover's experience with continuous quality improvement also positioned the Hospital for the survey in July 1993 conducted by the Joint Commission on the Accreditation of Hospital Organizations. (Following the survey, Glover received a full, three year accreditation).

FY 1994 FORECAST

With the signing of the affiliation agreement between Glover and Deaconess Hospital expected by late September, a number of initiatives contemplated under the agreement will begin to take shape. Rapid program development in the areas of diabetes treatment services and elder care services is anticipated. Cooperative educational programs between the nursing and Medical Staffs of both institutions will take place on an ongoing basis. It is expected that Deaconess will also assist Glover in the acquisition of advanced technology.

Glover will pursue separation from the Town of Needham in order to become part of a larger network of health care providers. A deliberative strategic planning process undertaken by Glover physicians and management has evaluated Glover's long-term viability. As a result, the Board of Trustees recommends that for Glover to remain a Needham-based, acute care facility, the hospital must become a formal partner in a large, integrated network of health care providers.

NEEDHAM SERVICES LISTING

OUR TOWN

SITUATION

About 10 miles southwest of Boston
Geodetic position of Town Hall:
Latitude 42° 16' 51.567" North
Longitude 71° 14' 13.048" West

POPULATION

28,074 (1993) (Annual Town Census)

AREA

Approximately 12.75 square miles

ELEVATION

85 feet above sea level at Rosemary Meadows,
180 feet at Needham Square, 300 feet at Birds
Hill.

ASSESSED VALUATION

Real Estate only	2,761,382,047
Personal Property	48,075,050
Total	2,809,457,097

TAX RATE

For the period from July 1, 1993 - June 30, 1994
\$13.47 - Residential; \$16.52 - Commercial

TOWN HALL

Built in 1902. Phone 455-7500.

OFFICES OPEN

8:30 a.m. - 5:00 p.m. Weekdays

OFFICES OPEN EVENINGS

Office of the Town Clerk, second and
fourth Tuesday;

SENATORS IN CONGRESS

Edward M. Kennedy - 617-565-3170
John Kerry - 617-565-8519

REPRESENTATIVE IN CONGRESS

John J. Moakley of Boston - 617-565-2920
(Ninth Congressional District)

STATE SENATOR

Cheryl Jacques - 617-722-1555
(Norfolk, Bristol and Middlesex)

REPRESENTATIVE IN

GENERAL COURT

Lida E. Harkins - 617-722-2230
13th Norfolk District
(Precincts A, B, C, D, F, G, I, J)
Marie-Louise Kehoe - 617-722-2692
11th Norfolk District (Precincts E and H)

QUALIFICATIONS FOR REGISTRATION AS VOTERS

Must be 18 years of age, American born or
fully naturalized. Registration Monday
through Friday, 8:30 a.m. to 5 p.m., second
and fourth Tuesday evening, at Town Clerk's
office; Special evening sessions of Registrars
held preceding elections.

ABSENTEE VOTING

All elections.

DOG LICENSES

All licenses expire December 31.
A dog should be licensed when 6 months old.
Fee: Neutered dogs, \$10.00;
Unneutered dogs, \$15.00

TAX BILLS

Tax bills are paid quarterly. Payments are due
on August 1, November 1, February 1, and
May 1. If unpaid by due date, interest will be
added according to law from the date due to
the date payment is made.

Motor Vehicle Excise is due thirty days from
date of issuance.

Water Bills are issued quarterly and are due
thirty days from date of issuance

RABIES IMMUNIZATIONS

All dogs and cats must be vaccinated for
rabies.

TOWN OFFICES

BUILDING	ADDRESS	PHONE	FAX
Fire Department	88 Chestnut Street	455-7580	444-2174
Police Department	99 School Street	455-7570	444-3460
Public Library	1139 Highland Avenue	455-7559	455-7591
Public Works	470 Dedham Avenue	455-7534	449-9023
School Department	1330 Highland Avenue	455-0400	455-0417
Senior Center	83 Pickering Street	455-7555	449-4569
Town Hall	1471 Highland Avenue	455-7500	449-4569

HOURS OF OPERATION

FIRE DEPARTMENT	Sunday - Saturday	24 hours daily
POLICE DEPARTMENT	Sunday - Saturday	24 hours daily
LIBRARY	Monday	10:00 AM - 9:00 PM
	Friday	10:00 AM - 5:30 PM
	Saturday	9:00 AM - 5:00 PM
	Sunday (except Summer)	1:00 PM - 5:00 PM
PUBLIC WORKS	Monday - Friday	8:30 AM - 5:00 PM
SCHOOL ADMINISTRATION	Monday - Friday	7:45 AM - 4:00 PM
SENIOR CENTER	Monday - Friday	9:00 AM - 4:00 PM
	Sunday	11:30 AM - 3:30 PM
TOWN HALL	Monday - Friday	8:30 AM - 5:00 PM
TOWN CLERK EVENINGS	2nd & 4th Tuesdays	7:30 PM - 9:00 PM

EMERGENCY 911

POLICE	911	FIRE/AMBULANCE	911
POLICE TTY	444-5434	HOSPITAL	444-5600

Gas Leak	Com Gas Emergency	1-800-572-9337
Power Outages	Boston Edison	262-4700
Sewer Line Backups	See Yellow Pages under Sewer Cleaning	
Street Light Outage	Boston Edison	361-8606
Tree Limbs on Wire	Boston Edison	262-4700
Abused Woman Hotline		471-1234
Child Abuse Hotline		843-7010
Parental Stress Hotline		1-800-632-8188
Poison Center Hotline		232-2120
Rape Hotline		326-1111
Suicide Prevention Hotline		247-0220

SCHOOL CLOSINGS

When weather conditions cause schools to be closed or to delay their openings, PLEASE DO NOT CALL THE SCHOOL DEPARTMENT, POLICE DEPARTMENT, OR FIRE DEPARTMENT. Announcements are made on Cable Channel 13, local television stations, and local radio stations.

ASSESSORS 455-7507

Exemption Applications
Motor Vehicle Excise Questions
Property Assessments
Tax Rate Information

BOARD OF HEALTH 455-7523

Blood Pressure Screening
Communicable Disease Info/Investigation
Day Care Center/Nursery School
Lists and Licenses
Domestic Animal Permit
Environmental Health Information
and Investigation
Flu Clinics
Food Establishment Permits/Complaints
Fuel Assistance Program

Health Screening: TB, lead, glaucoma,
skin & colo-rectal cancer
Housing: Minimum Housing Requirements
Lead Paint Determinations
Local Emergency Planning Committee
Maternal and Child Health Services
Mental Health Referral
Nuisance and Sanitation Complaints
Nutrition Consultations
Rabies Clinics: Dogs and Cats
Rabies Exposure Consultations
Septic Tank/Cesspool Locations, Permits, Info
Tobacco Control Program
Traveling Meals Program

BUILDING DEPARTMENT 455-7542

(located at 470 Dedham Avenue)
Building Permits
Building Information
Demolition Permits
Fuel Tank Permits
Occupancy Permits for Business
Plumbing Permits
Relocating Structure Permits
Roofing Permits
Sign Permits

Swimming Pool Permits
Tent Permits
Vinyl Siding Permits
Water Meter Info (second-outdoor)
Wiring Permits
Woodstove Permits
Zoning By-Law Enforcement/Questions

COMMISSION ON DISABILITIES 455-7512

American Disabilities Act Coordinator

COUNCIL ON AGING 455-7555

Friends of Needham Elderly
Newsletter: Senior COMPASS
Senior Center
Senior Crisis Intervention
Senior Health Benefits (SHINE)
Senior Information/Referral
Senior Lunch Program
Senior Tax Return Assistance
Senior Transportation
Social Security Information/Referral
Stephen Palmer Senior Center
Sunday Program
T Passes for Seniors

**EMERGENCY MANAGEMENT
SERVICES 455-7512**

Auxiliary Police

**EMERGENCY MEDICAL SERVICES
911**

FIRE DEPARTMENT 911

Emergency Medical Services 911
Non Emergency 444-0142 or 455-7580
Fire Prevention/Inspection
Sprinkler Installation

**GLOVER MEMORIAL HOSPITAL
444-5600**

Emergency Care
Outpatient Services
Physician Referral

HOUSING AUTHORITY 444-3011

LIBRARY 455-7559

Childrens Department 455-7560
Reference Department 455-7562

Books
Book Discussion Series
Books-on-Tape
Business Room
Cassettes
Community Room
Exhibits
Friends of Needham Public Library
Genealogy and Local History
Guest Lecturers
Handicapped Accessible
Information and Reference Services
Inter-Library Loan
Language Tapes
Large Print Books
Magazines and Newspapers
Minuteman Library Network Member
Music CD's
Photocopy Machine
Records
Story Hours/Children's Programs
Talking Books for Blind/Physically Challenged
Tax Forms
Town Archives
Videos

PARK AND RECREATION 455-7521

Recorded Information 444-7212
Arts in the Parks/Children's Theatre
Field/Park Administration
Field/Playground Permits
Mountain Biking Information
Outdoor Skating Information
Parent Guide to Children's Resources
Playground Areas
Program Information/Registration
Rosemary Pool Passes
Seasonal Employment/Volunteer Opportunities
Sports Kit Rental
Sports Organization Information
Tennis Court Passes
Trail Maps
Walking Information

PARKING CLERK 455-7532

Parking Ticket Hearings
Parking Ticket Information

PERSONNEL 455-7530

Civil Service Exam Information

Town Employment Opportunities

PLANNING BOARD 455-7526

Flood Maps
Site Plan Permits
Subdivision Plans
Zoning By-Law Information
Zoning Map Information

POLICE DEPARTMENT 911

Non Emergency 455-7570

Animal Control
Bicycle Registration
Firearm Permits
School Safety Questions

**PUBLIC WORKS DEPARTMENT
455-7534**

Emergency (non office hours) 455-7570

Field/Park Maintenance
Garbage Collection Information
Landfill
Parking Regulations
Pothole Repairs
Public Tree Maintenance
Recycling Questions
Recycling and Transfer Station
Second Water Meters
Sewer Connections
Sewer Main Blockages
Snow Removal Regulations
Street/Sidewalk Resurfacing Information
Water Connections
Water Leaks
Water Main Replacement

RIDGE HILL RESERVATION 449-4923

Facility Rental Information
Fit Trail
Picnic Areas
Rangers
Trails

SCHOOL DEPARTMENT 455-0400

Adult Education
Curriculum
KASE (Kindergarten Afterschool Enrichment)
METCO
Preschool Program
School Field Maintenance/Permits
Special Education
Vocational Technical School
Youth Working Papers/Educational Certificates

**SELECTMEN'S OFFICE /TOWN
ADMINISTRATOR 455-7512**

Town Wide Information 455-7500

Alcoholic Liquor License
Appointments to Boards/Committees
Automatic Amusement Device License
Bowling Alley/Billiards/Pool License
Class I - Dealer License
Class II - Used Cars License
Common Victualler License
Entertainment License
Second-hand License
Selectmen's Meeting Agendas
Utilities Hearings

TOWN CLERK 455-7510

Absentee Ballots
Appointed Committee Members Listing
Birth Certificates
Business Certificates
Census Information/Jury List

Certification of Petitions
Death Certificates
Dog Licenses
Elected Officials Current Listing
Fishing Licenses
Justice of the Peace
Marriage Licenses
MA Income Tax Forms
Nomination papers
Notary Public
Raffle permits
Residential Street Listing
Voter Registration

**TREASURER/TAX COLLECTOR
455-7504**

Ambulance Bill payments
Betterments
Garbage Collection Registration/Payments
Landfill/Disposal Area Stickers
Motor Vehicle Excise Tax Payments
Municipal Lien Certificates
Parking Ticket Payments
Real Estate Information/Payments
Water/Sewer Bill Payments

VETERANS SERVICES 455-7532

All Veteran Benefits
Discharge papers Recorded
Flags and Holders for Graves
Headstones and Grave Markers
Veterans Assistance

YOUTH COMMISSION 455-7518

Alcohol/Drug Information and Referral
Babysitters Listing
Child Care Information
Community Service Restitution Program
Counseling: Adolescents and Families
Leaf Rakers Listing
Parenting Information
Peer Tutor Program
Snow Shovelers Listing
Students Against Drunk Driving
Youth Employment
Youth Services



*Outdoor seating is a new addition to
Needham Square.*

HUMAN SERVICES

Glover will be instrumental in the formation of a large, multi-specialty group practice, involving many if not all of the physicians on the Medical Staff. The formation of this group represents a proactive step in anticipation of major changes expected under national health care reform.

Glover's ongoing efforts to recruit high caliber physicians to the medical staff will continue with assistance provided through the vast resources of the Deaconess Hospital.

Glover will continue to pioneer in the development of new services, and in the acquisition of new technology, appropriate for a community-based healthcare facility. Glover currently plays a leadership role in the diagnosis and management of chronic illness within the community. The Hospital will continue to invest in the technology and services needed to meet the ever growing demand for quality outpatient and same day healthcare services.

Marketing and Planning Glover Memorial Hospital

	FY90	FY91	FY92	FY93
Hospital Beds:				
Medical/Surgical	70	70	70	70
Intensive Care	7	7	7	7
Same Day Surgical	6	6	6	6
Volunteers:	186-Sr 42-Jr	161-Sr 33-Jr	158-Sr 27-Jr	140-Sr 22-Jr
Totals:	228	194	185	162
Volunteer Hours:	Sr-30,080 Jr-1,986	Sr-25,000 Jr-1,100	Sr-26,000 Jr-1,500	Sr-26,000 Jr-1,000
Totals:	32,066	26,100	27,500	27,000
Admissions:				
Medical/Surgical	2,225	2,203	2,239	2,279
Intensive Care	451	480	392	361
Totals:	2,676	2,683	2,631	2,640
Patient Days:				
Medical/Surgical	17,265	14,537	13,913	13,919
Intensive Care	1,733	1,764	1,515	1,331
Totals:	18,998	16,301	15,428	15,250
Surgical Procedures:				
Inpatient	954	903	1,010	952
Ambulatory	3,224	3,596	3,411	3,427
Totals:	4,178	4,499	4,421	4,379
Emergency Department Visits:	13,592	13,236	12,351	11,637
Radiological Exams:	25,586	25,303	24,983	24,055
Laboratory Tests:	169,463	175,029	174,658	16,072

BOARD OF HEALTH



Rachel E. Spector, Chairman; Saul Adams, Frederic Cantor, Director. Not pictured, David Bellinger

PURPOSE

Elected by the citizens of Needham, the Board of Health is empowered by the Massachusetts General Laws to enforce state and local public health and environmental regulations. The mission of the Board of Health is to preserve, protect and improve the public health and social well-being of the citizens of Needham by promoting health and preventing disease and environmental pollution.

BUDGETARY DATA

Salaries	\$179,982.	Number of Employees
Expenses	7,310.	Full-time 3
Traveling Meals	33,320.	Part-time 8
Contract		
Total	\$220,612.	

RECEIPTS

Clinic	\$ 5,438.
Miscellaneous	52.
Nutritional Consultations	1,114.
Permits	17,363.
Traveling Meals	32,477.
TOTAL RECEIPTS	56,444.

MENTAL HEALTH/MENTAL RETARDATION/EMERGENCY SHELTER

Agencies	\$38,298.
Charles River	5,900.
TOTAL	44,198

PUBLIC HEALTH NURSING

The public health nurses continue to offer health promotion, counseling, screenings and immunizations and investigate communicable diseases reported in the community. They coordinate the WIC Program, Federal Fuel Assistance, Surplus Foods, and the Good Neighbor Programs. The Public Health Nurses license the nursery schools, day care programs, after-school programs, summer camps and tanning parlors within the town. The Public Health Nurse chairs an advisory committee to the Board of Health on Mental Health and Mental Retardation.

The following Communicable Disease statistics represent those reported during the last three years along with some of the screening programs and activities that the nurses performed during the year:

Communicable Disease

	FY91	FY92	FY93
Amebiasis	0	1	0
Campylobacter	8	1	8
Chicken Pox	58	109	61
Giardiasis	11	14	8
Hepatitis	1	0	1
Lyme Disease	0	2	0
Meningitis	2	3	0
Pertussis	1	1	0
Salmonellosis	11	3	9
Shigellosis	0	1	1
Tuberculosis	3	1	1

Animal Bites

Cats	6	4	9
Dogs	22	22	31
Other	2	5	4

Immunizations

Influenza	2000	2200	2400
Other Immunizations	45	31	30

Screening Programs

Colo-Rectal Cancer	92	86	87
Employee Office Visits	279	323	460
Glaucoma	121	117	124
Hearing	497	593	525
Hemoglobin	28	21	30
Lazy Eye	72	0	0
Mantoux Testing	234	179	179
Pb (lead) Blood Test	50	55	48
Postural Screening	188	167	185
Skin Cancer Screening	98	104	77
Vision	479	657	590
Wellness Office Visits	1629	1921	2138
Telephone calls-Health Information	n/a	1083	1166

Maternal & Child Health Promotion

WIC	6	4	24
(Women/Infants/Children) Sessions			
Attendance (families)	92	85	130
Licensed Facilities:			
Day Camps	2	2	2
After School Day-Care	3	3	3
Day Care	14	13	13
Tanning Parlors	2	2	2
Coordination of Local Family Assistance	43	65	81
Federal Energy Assistance (families)	180	160	160
Federal Surplus Food (families)	613	561	542
Health Guidance Home Visits	123	80	96
Salvation Army-Good Neighbor (families)	12	8	8
School Nursing Hours	230	228	253

MENTAL HEALTH/MENTAL RETARDATION

Mental Health

During FY93, the Needham Guidance Clinic provided a full range of outpatient mental health services for children, families and adults, including: individual and family therapy, couples therapy, substance abuse counseling, diagnostic evaluations, psychiatric/medication consultation, Psychological testing and consultation to schools and other local service agencies.

Over the course of the year, the numbers of Needham residents receiving services were as follows:

Total Clients served:	167
Female:	105
Male:	62
Total hours of service :	1,865

Needham citizens unable to pay the full cost for services are charged a sliding scale fee based on their ability to pay. (89% of clients seen are low income based on Federal guidelines.)

The Multi-Service Center provides Needham adolescents access to an emergency shelter. Outpatient counseling services are 100% subsidized by state and federal funds. In FY93, 29% of the shelter services provided to Needham adolescents were subsidized from sources other than Town of Needham funds. Statistics are as follows:

Service Type	FY93
Emergency Shelter	
Bed Nights	85
Clients Served	4
Counseling Hours	35
Outpatient Counseling:	
(100% subsidized by state and Federal sources)	
Clients	12
Counseling Hours	82

Mental Retardation

The Charles River Association for Retarded Citizens, Inc. provides recreational, vocational, residential, and advocacy services for people with retardation and their families in the town of Needham and many surrounding towns.

The Charles River Industries (CRI) formerly known as the Charles River Workshop, provides day services including: competitive job placement, supported work, day activity, and other work services. Fifty-four Needham residents participate in CRI activities. Thirty-three persons live in Charles River's residential programs. Seventy-four Needham residents participate in one or more recreational program. A complete Annual Report is available by calling the Charles River Association's Business Office.

ENVIRONMENTAL HEALTH

Environmental health activities are determined by public demand, legal mandate, complaints, licensure, and permit requirements, inquiries, and regulatory enforcement of Board of Health, State Sanitary Code, Department of Environmental Protection, Right-to-Know, and other State and federal regulations. Below is a listing of environmental health field inspections and telephone and office consultations performed by the Board of Health Sanitarian.

	FY91	FY92	FY93
Camp field inspections	1	2	2
Carbonated beverage inspections/consults	2	5	5
Chapter 21E-Environmental consults	30	17	45
Food services-initial and follow-up inspections, consults, and plan review	342	547	467
Chapter II housing inspections/consults	39	49	56
General nuisance inspections/consults	155	22	97
Professional meetings attended	15	10	15
Rabies Clinics-	1	2	6
Demolition Release inspections/consults	13	10	47
Sewage and Sewerage inspections/consults	115	167	246
Subdivision field inspections/consults	39	31	22
Swimming pool inspections/consults	39	28	26

LICENSES & PERMITS

Animal Permits	8	8	7
Bottling Plant Licenses	1	1	1
Burial Permits	241	256	255
Funeral Directors Licenses	4	4	4
Food Establishment Licenses	78	86	84
Food Establishment Licenses-Temporary	4	7	5
Food Service Plan Review (new fee)			1
Massage Licenses	3	4	5
Milk License - Store	55	50	65
Semi-Public/Public Swimming Pool Permits	5	5	6
Septic Haulers Permits	7	10	8
Subsurface Sewage Installation Permits	3	7	4

PUBLIC HEALTH NUTRITION

An eight week series of weight management and behavior modification classes with an additional eight week maintenance program was offered during the year. Participants learn how to budget fat, eat healthier meals, increase daily activity and include favorite foods that will result in permanent weight loss.

Individual nutritional counseling for management of diabetes, hypertension, high blood cholesterol and weight loss is provided at the office of the Board of Health, on a fee-for-service basis.

Nutrition Education Programs

	FY91	92	93
Behavior Modification			
/Weight Control Classes	72	40	8
Participants	72	36	8
Cholesterol Screening	0	294	72
Living Lean + Loving it - Senior Center			28

Elderly Health

Senior Keep Well Clinic	21	29	9
Participants	223	138	66

Patient Conferences - Nutritional Counseling:

Office Visit	169	106	109
(fee-for-service 1989)			
Telephone nutritional consults	95	168	118

Traveling Meals Program

Now in its twenty-third year, this program is overseen by the Nutritionist. For \$3.67 per day two meals are delivered to homebound clients by over one-hundred community volunteers.

Number of meals delivered	7406	8286	9179
Number of client home visits	58	158	82
New Recipients	73	106	96
Average Daily recipients	28	32	42
Weekend Deliveries	151	168	97
Average weekend recipients	3	3	2
Total volunteer hours	2,390	1,816	2,025

The number and frequency of nutrition consultation and weight management programs was reduced in FY93 because of a significant reduction in the nutritionist's hours.

FY93 HIGHLIGHTS

For FY 93 the Board of Health reports the following highlights: 1) The Board passed a regulation to license residential hospice homes in Needham; 2) Two thousand four hundred persons received flu immunizations; 3) Over 1800 Needham residents participated in a Board of Health screening program; 4) More than 3,000 persons visited or consulted the Board of health, for wellness and blood pressure checks, or health information; 5) Participation in the Traveling Meals Program jumped by 15%. The Program delivered a record 9,179 meals-the first time in its 22 year history that more than 9,000 meals were delivered; 6) Six rabies clinics were sponsored with local veterinarians—more than 400 dogs and cats were vaccinated against rabies; 7) Town Meeting approved the board's Mosquito Advisory Committee request for \$10,000 to redirect mosquito control practices away from adulticide and towards surveillance and larviciding. Mosquito control is controlled by the Norfolk County Project and not by the Town.

FY 94 FORECASTS

1) Major revisions in the Department of Environmental Protection regulations, such as: the Oil and Hazardous Material Release Prevention and Response Act regulations (310 CMR 40.00); and the State Environmental Code for Subsurface Disposal of Sanitary Waste (310 CMR 15.00), and The Department of Agriculture regulations pertaining to the application of pesticides (333CMR 13.00) clearly indicate the increasing awareness and concern for the impact of environmental hazards on our health. The Board of Health will need to increase its oversight capabilities and training in these areas. 2) The recent food borne outbreaks of E. coli and other diseases reaffirms the need for strong oversight of the food preparation procedures and practices used in food establishments. 3) Participation in the Traveling Meals Program will increase in response to changes in the health care delivery system and an aging population. 4) The board will increasingly be called on to address complex technical and sociological issues such as; mosquito control, raccoon rabies control, and mental health services.

HUMAN SERVICES

DEPARTMENT OF VETERAN'S SERVICES



John J. Logan, Jr.,
Director

PURPOSE

The department of veterans services performs those functions assigned to it by Chapter 115 of the general laws of the commonwealth. Among those functions is the administration of a program of benefits provided to veterans and their families who are in need.

The department is assigned the responsibility of veteran graves, including their care and

upkeep. A depository of discharges and records of service is maintained within the department. Matters to be brought before the department of veterans affairs, including claims for pensions, compensation for service connected disabilities, educational benefits, burial benefits and headstones and markers. Applications for hospitalization and medical care are also processed. Representation before hearing panels and appeal boards of the department of veterans affairs is provided.

FY 93 HIGHLIGHTS

Lights were installed and dedicated at the Vietnam memorial on Sunset Road for Terrence W. McGuire Jr. who was the veterans service director in Needham for many years.

We are still experiencing economic factors that have caused an increase of benefits. Lay-offs in the high tech firms are still a big factor.

The local veterans organizations assisted in placing American flags on the graves of over 1500 veterans in Needham for Memorial Day. The members of the Beth Shalom Garden Club did an outstanding job with plantings at the Vietnam Memorial.

FY 94 PROJECTIONS

Eligibility for various programs is based on complex factors, varying from case to case. Please come by the office or call and discuss your cases with us. We are here to serve you and only to happy to do so.

BUDGETARY DATA

Personal Service	= 37,017
Veterans Benefits	= 51,382
Veterans Expenses	= 2,156

NEEDHAM YOUTH COMMISSION



N. Hoit Bussell, David
McGuire, Richard Creem,
Thomas Engelman, Director.
Not pictured; Tom Lambert,
Claire Sidell, Barbara Popper

the quality of life for Needham adolescents, young adults and families. The Commission acts as a "first line" of services for teens and families in need, and a "final resource" when other services are not available due to service reductions or financial limitations.

The Youth Commission Board, six adults and two youth representatives, meets monthly to serve as a forum to assure effective implementation of the Commission's objectives of youth and family issues.

BUDGETARY DATA

Salaries	\$76,240	No. of employees:
Expenses	3,770	Full time 2
Capital Outlay	0	
Total	\$80,010	

FY '93 HIGHLIGHTS

Due to funding restrictions since FY91 with the Commission operating without a Caseworker and an Administrative Clerk, all services are provided by the Director and Youth Services Counselor. This reduction forced the elimination of services and the continuance of those remaining programs at a reduced level. Services eliminated were:

- Counseling of middle school students and families with drug or personal problems.
- Therapeutic enrichment groups offered after school and during the summer for middle school students.
- The Youth Advisory Council, a volunteer service group of young people providing community service to teens and families.

All services are provided at a reduced level due to reduced staff:

Substance Abuse Awareness Services provided are in response to local alcohol and drug

problems. Referrals to the Substance Abuse Awareness Program were from the Dedham District Court, Needham High School, and from parents and young people themselves. The major accomplishments of the substance abuse awareness services included:

- 143 hours of education and treatment were provided to 17 adolescents referred for Substance Abuse Awareness Programs.
- Assessments for substance abuse problems were provided to Needham families.
- Sponsor of the Needham Chapter of Students Against Driving Drunk (S.A.D.D.) with 740 youths who signed the personal pledge to not drink or drive.
- Provided freshman with a "Freshman Information Kit" written by teenagers urging responsible decision-making, to become involved with school and community activities, not to drink or use illegal substances, and not drink and drive.
- Sponsored 12th Annual S.A.D.D. Awareness Week, March, 1993: 960 students were involved with awareness programs on the consequences of drinking and driving. Law enforcement agencies provided speakers on the legal implications of drunk driving to 420 students.
- Co-sponsored "Planting Seeds of Prevention Month," March, 1993 with the Needham High School Health and Physical Education Department. Topics ranged from physical health and nutrition to HIV/AIDS information.
- Distributed the Parent-Teen "Contract For Life" where teens and parents were asked to discuss the S.A.D.D. pledge to not drink and drive or be a passenger in a car with an impaired driver.
- Distributed the "Graduation Information Kit" to every graduating senior as a reminder to not drink, use drugs or drive impaired.

PURPOSE

Since its creation, the Commission has initiated programs and services to address the ever changing needs of Needham youth and families. The Youth Commission was created by residents of Needham twenty-six years ago by the 1967 Annual Town Meeting. The purpose of the Commission is to assure programs and services exist to promote the social and mental health and growth of Needham young people. The Commission is committed to family support and safety with services ranging from a babysitter matching program to substance abuse counseling. Providing these services becomes even more vital in the present economic times with its related stress, limited finances, services and health insurance.

In addition, the Commission responds to issues of substance abuse by providing awareness and intervention programs. Further, counseling, employment services and community-based educational programs are available to help improve

- Sponsored a presentation by The Improbable Players on decision making and substance abuse to 420 teenagers.
- Utilized 53 volunteers to provide alcohol education programs.
- Sponsored responsible decision-making discussions for 120 teenagers.

Community Service Restitution Program provides volunteer opportunities in community agencies as an alternative sentencing option for court referred youth offenders. The program provides offenders with community service work to avoid a criminal record or jail sentence and benefits the community. Town and community sites benefiting from community service work include: Needham Public Library; Disposal Area; Ridge Hill Reservation; Council On Aging; and Town Hall offices (Treasure's; Town Clerk; Park and Recreation; Board of Health; Personnel; Accounting and Custodian). The Work Crew Project was developed this year where offenders provide community service in small groups under the supervision of a college intern. Services included:

- 19 offenders referred.
- 636 hours of court ordered community service provided. (The total for the past 12 years; 329 youth referred, 11,668 hours of community service provided to Town and community agencies.)

Counseling Service and Community Outreach provides confidential family, group and individual

short-term counseling to help cope with situations at home, school, or community.

- Counseled 76 individuals and families.
- Referred 168 individuals and families for further counseling.
- Received 581 information requests from teens and families.
- Distributed "The Parent's Guide To: Child Care, Activities and Resources For Children in Needham" in response to the demand for child care information in collaboration with other Town Departments.
- Provided child care and babysitter information and resources to families.
- Worked with parents, community groups and schools on drug problems, family stress and needed local services and prevention programs.

Employment Program provided services three days per week instead of five.

- Provided young people ages 12 to 21 with employment counseling and job referrals.
- Supplied residents and employers with employee referrals.
- Collaborated with the Community Classroom Program at the Needham High School.
- 347 young people received counseling and information.
- 349 job requests filled.

- Responded to 605 residential job requests.
- Received 125 job listings from local companies.
- Served on Boston television panel on child care resources.
- Provided baby-sitting course to 40 middle school students.
- Awarded 4 Employment Recognition Certificates sponsored by Friends of Needham Youth, Inc. to recognize outstanding youth work performance.

Peer Tutor Program matched high school and middle school students for tutoring on academic subjects and study habit development.

- 17 high school students trained as tutors.
- 17 middle school students were provided 340 hours of tutoring by youth volunteers.

FY'94 FORECAST

In FY94 the Commission will receive partially restored funding to reinstate clinical counseling services to middle school age children, renew group counseling and education programs and provide counseling to elementary school aged children in need of services. Substance abuse services (including tobacco), court restitution, counseling, information and referral, and HIV/AIDS information are high priority services.

COUNCIL ON AGING



Roma Jean Brown, Elizabeth Casey, Morris Dettman, Edward Pelletier, Nona Silverman, Betsy Tedoldi, Trudi J. Farnham, Helen Hicks, Peter Johnson, Mary Lyons, Vivian D. McIver, Kenneth Monteith, Ann Hartstein Executive Director

PURPOSE

The Needham Council On Aging was established in 1957 by Town Meeting. The original purpose of the Council, was and still remains, to:

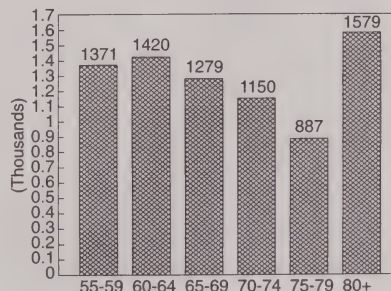
1. Identify the needs and concerns of Needham's elderly and retired persons and those approaching retirement age
2. Design, promote, coordinate and implement services and programs to meet those needs and concerns; and

3. Inform the community and enlist support and participation of all citizens in this effort.

HOW MANY NEEDHAM RESIDENTS ARE INCLUDED?

The number of people age 55+ in Needham as of January 1, 1993 was 7686.

Population 55+ in Needham 7686



HUMAN SERVICES

WHO'S RUNNING THE SHOW?

The Council On Aging is directed by a 12 member volunteer board appointed by the Selectmen. These appointees include one representative each from the Board of Health, Park and Recreation Commission, Needham Housing Authority, School Department and the Library. The Board is responsible for determining the policies of the Council on Aging in response to the expressed needs of elders in the town through annual surveys, plus a careful analysis of local needs as well as local and national standards of health care, recreation, education and services.

WHERE ARE THE SERVICES AND PROGRAMS?

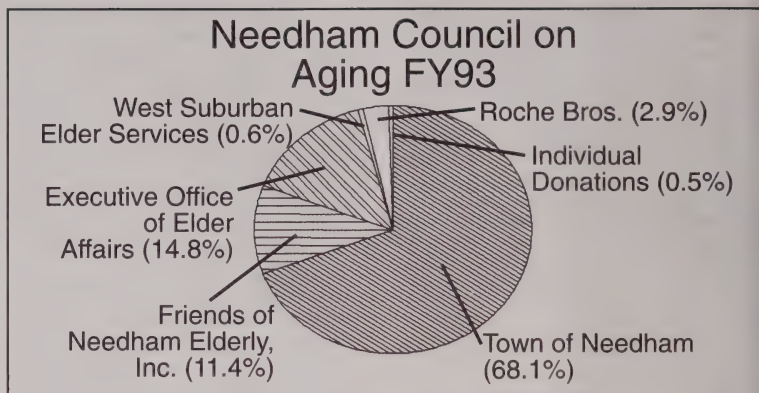
The Stephen Palmer Senior Center is located at 83 Pickering Street where the professional Council On Aging staff oversees services and programs. Staff provides information, referrals, assistance and programs for elders and their families. The Center hours are Monday-Friday, 9:00 a.m. - 4:00 p.m. and 11:30 a.m. - 3:30 p.m. on Sunday. The Council On Aging office, located at the Stephen Palmer Center, is staffed 8:30 a.m. - 5:00 p.m. Monday through Friday throughout the year.

WHAT DID THE COUNCIL ON AGING DO FOR NEEDHAM SENIORS AND THEIR FAMILIES IN FY93?

We have served over 10,000 meals this year at the Senior Center in conjunction with West Suburban Elder Services. Thanks to volunteer drivers, over 4600 rides were provided to enable seniors to get to the Senior Center this year. Another 2900 rides were provided by Veteran's Taxi under contract with the Council on Aging. Volunteer monitors from the Retired Men's Club who rode on the Shopper Bus, and Roche Bros. who has funded the Shopper Bus for the past 21 years, provided approximately 4000 shopping trips this year. Over 1000 people have attended lectures and special programs throughout the year. Many others have enjoyed socializing at the Senior Center. Artists have displayed their paintings and photographers have shown their photographs in the Senior Center gallery. Our lending library, offered in conjunction with the Needham Free Public Library has loaned many books to Senior Center readers.

SERVICES AND PROGRAMS

Rides to and from the Stephen Palmer Senior Center
Home Visits
Day Trips
Meals at Stephen Palmer Senior Center
Educational programs
On-site and outstationed health screening
Income tax assistance
Nutrition Counseling
Ring-Every-Day calls
Shopper Bus rides and other shopping assistance
Assistance with medical forms/insurance information (SHINE)
Information and referrals to seniors and their families



Low Vision group services
Hard-of-hearing services
Exercise programs for seniors

WITH WHOM DOES THE COA WORK?

Needham Library with its "branch" at the Stephen Palmer Senior Center
West Suburban Elder Services lunch site Sunday through Friday
Board of Health and Glover Hospital health education seminars at the Stephen Palmer Senior Center
Region West, a mental health counseling agency
Boston College Legal Assistance Bureau for low cost legal services
Park and Recreation programs for seniors
Needham School Department Adult Education classes held at the Stephen Palmer Senior Center
Needham Community Council's local medical and errand transportation
West Suburban Elder Services medical and adult day health program transportation
Needham Youth Commission job matching
Visiting Nurse Associates, Inc. "Keep Well Clinics" (health screening)
Needham School Department Intergenerational programs
Needham Photography Club
Needham Art Association

HOW DOES THE COA SPREAD THE WORD?

Senior COMPASS monthly newsletter
Attendance at community group presentations
Cooperative efforts with local newspapers
Contact with churches, synagogues, schools, and service agencies.

HOW LITTLE DOES ALL THIS COST THE TOWN?

	Salaries	117,705	No. of Employees	
	Expenses	3,170	Full-time	3
	Purchase of Service	950	Part-time	2
	Capital	1,250		
	TOTAL	\$123,075	428 volunteers =	
			8.3 full-time equivalents	

ARE THERE OTHER SOURCES OF FINANCIAL SUPPORT?

Friends Of Needham Elderly, Inc.	\$ 20,675
Executive Office of Elder Affairs	
COA Formula Grant '93	10,352
SHINE Consortium grant '93	13,741
85+ Outreach Grant	2,700
West Suburban Elder Services	
Title III-B Sunday Staffing	1,053
Title III-B Transportation grant	3,057
Roche Bros. Shopper Bus grant	5,200
Transportation donations	872
TOTAL	\$ 57,650

VOLUNTEER SUPPORT

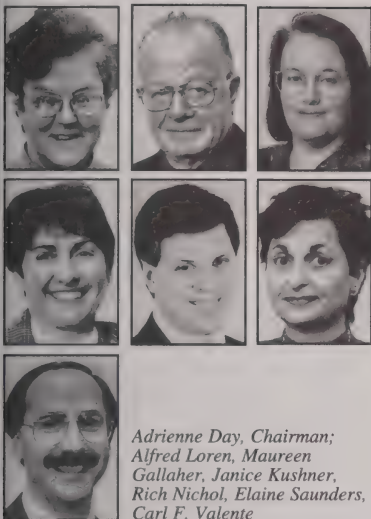
The Council On Aging and the Stephen Palmer Senior Center rely on many volunteers to maintain services and programs on a daily basis. Volunteers are matched to jobs that are in keeping with their interests and that utilize their skills.

Number of individual volunteers:	428
Number of hours given:	16,289
Equivalent full time people	8.3
Estimated value (by the Executive Office of Elder Affairs)	\$154,745

WHERE DO WE GO FROM HERE

The percentage of the total town population that is 60 years of age or older has grown from 18.6% in 1980 to 22.5% in 1993. Of that group 1/4 of them are over 80 years of age. As a consequence of this growth, the demand for assistance from the Council On Aging comes not only from seniors themselves, but also from middle aged people who find themselves responsible for caring for their aging parents or relatives. They are turning to the Council On Aging for information and assistance. This increased demand for information and services will continue to exert pressure on the Council on Aging staff and facilities, and will eventually require additional resources or a dilution of existing services.

NEEDHAM COMMISSION ON DISABILITIES



*Adrienne Day, Chairman;
Alfred Loren, Maureen
Gallagher, Janice Kushner,
Rich Nichol, Elaine Saunders,
Carl F. Valente*

was to have been completed by January 26, 1993, and a transition plan listing accessibility improvements needed in municipal buildings was to have been formulated by July 26, 1992. The NCOD reviewed the draft of the self-evaluation questionnaire which was distributed to all Town departments. Access surveys of the Broadmeadow, Eliot, Hillside, and Mitchell Elementary Schools, and of the Council on Aging, Glover Hospital, and the Public Library were carried out; reports of the surveys were filed with ADA Coordinator Carl Valente.

The Commission also continued to urge the relocation of public meetings to accessible locations as required by state and federal laws to allow participation by all residents of the community, and it continued to promote the provision of alternate media for persons with vision impairments and the provision of expanded services to those with hearing problems. Discussions were held with the Department of Public Works to encourage the building of curb cuts which are required by the ADA, especially along major arteries and in the vicinity of public buildings and bus stops and whenever sidewalks are repaired.

In an effort to ensure compliance with the access codes of the ADA and of the state's Architectural Access Board (AAB) whenever new projects are underway, the Commission met with the building committees and architects for the Pollard Middle School and the Newman Elementary School. Plans for the Pollard and Phase I of the Newman projects were reviewed by a professional architect who is a volunteer consultant to the Commission, resulting in a number of recommendations. Town Meeting approved an article which will allow the inclusion of a representative appointed by the ADA Coordinator on future building committees. The Commission also continued to monitor the applications for variances from the AAB codes which were being requested for other building projects in town. The NCOD supported the establishment of the VNA hospice in town.

Under the direction of the MA Office on Disability (MOD), the Commission continued discussions with members of the School Dept. and of the School Committee in order to try to resolve the issues arising from the major renovation of Needham High School since it was the opinion of

MOD that this renovation had not complied with the regulations of the AAB. The aim was to gain voluntary compliance from the School Dept.

A survey of handicapped parking (HP) spaces was begun and discussions were held with the Police Dept. in order to gain better enforcement of existing HP regulations. The Selectmen approved the establishment of a separate fund for collected HP violation fines under recently enacted state enabling legislation, these funds to be used to benefit residents with disabilities.

The Massachusetts Bay Transportation Authority (MBTA) began operating its door-to-door transportation service for persons with disabilities, The Ride, in Needham in May 1993. The NCOD vigorously promoted registration of eligible residents for this service and lobbied at the MBTA for the same hours of service which are available to residents of neighboring communities. A member of the NCOD is a member of the Access Advisory Committee of the MBTA (AACT), a citizen's advisory group on accessible transportation, and also served as a representative of AACT in the first round of the 1993 awarding of Ride contracts in the satellite areas. The NCOD continued to support the development of the local Dial-a-Taxi service to be funded under the MBTA's Suburban Transportation Program.

A brochure describing the purpose and activities of the NCOD was distributed through local outlets and by mail. Contacts were established with active Disability Commissions in Natick, Newton, and Norwood. Commission members continued to respond to an increasing number of requests by residents for information and referral. Brochures and other information were distributed during the annual Ethnic Festival.

All residents are urged to become involved with the Needham Commission on Disabilities by making their concerns about disability issues known to its members, by attending the monthly open meetings, and by devoting their time and energy to any cause about which they are particularly concerned. It is only in this way that it will be possible to make our community fully accessible to persons with disabilities and to achieve full integration of all residents into the fabric of the community.



Needham's Blue Tree, sponsored by the Needham Business Association.

DEVELOPMENT

PLANNING BOARD



David Gerber, Chairman; Devra G. Bailin, Paul Killeen, David Kunhardt, Lee Newman, Director. Not pictured, Frank Gallello

PURPOSE

The Planning Board is charged with broad statutory responsibilities to guide the physical growth and development of Needham in a coordinated and comprehensive manner. Specifically, the Planning Board is legally mandated to carry out certain provisions of the Subdivision Control Law (M.G.L., Chapter 41, Section 81-K to 81-GG) and of the Zoning Act (M.G.L., Chapter 40A). These legal responsibilities are reflected locally in specific provisions contained in the Subdivision Rules and Regulations and Procedural Rules of the Planning Board and in the Town's Zoning By-Law. The specific services that the Planning Board provides are as follows:

• Review and Approval/Disapproval of

Approval-Not-Required (ANR) Plans

Preliminary Subdivision Plans

Definitive Subdivision Plans, including ongoing administration

Site Plans of certain larger developments (major projects)*

Residential Compounds (RC's)*

Scenic Road Applications

* includes Special Permit Decisions, with legal notices, public hearing, and written decision; similar statutory procedures for Definitive Plans

• Review and Advisory Reports on -

Site Plans of certain smaller developments (minor projects)

Board of Appeals, applications for variances and special permits

Petitions for acceptance/discontinuance of public ways

• Initiation, Development and Presentation of Proposed Zoning Amendments to Town Meeting

• Preparation and Maintenance of a Master Plan and related planning studies to guide future physical growth and deve-

lopment in Needham (including studies referred to the Board by Town Meeting)

- Revisions to "Subdivision Regulations and Procedural Rules of the Planning Board" and printing of the same
- Reprinting of Town Zoning By-Laws and Zoning Map
- Provision of Information on Planning, Zoning and Development matters to the public (including residents, developers and other government agencies)

The important thing to remember is that if these services were not performed, the Town of Needham would be without the administration of land use planning and zoning regulations; the Town would be subject to costly lawsuits from private developers and citizens alike.

BUDGETARY DATA

Salaries	\$68,370
Expenses	6,219
Total	\$74,589

Number of Employees
Full-time 2
Part-time 0

FY '93 HIGHLIGHTS

The recession of the past several years in the Boston metropolitan area, in general, and in Needham, in particular, subsided during Fiscal Year 1993 as evidenced by the increased number of Site Plan Special Permits and Subdivision Plans processed by the Planning Board.

In its capacity as a special permit granting authority, the Planning Board processed twelve applications as "Major Projects" under the Site Plan Review By-Law. Two of these applications were for the proposed "Wingate" nursing home located at the Gould Street and Highland Avenue intersection. The first application was withdrawn. A special permit with numerous conditions was granted for the second; however, the permit was appealed and is presently awaiting trial.

A site plan special permit was granted to Mediplex of Massachusetts, Inc., for the renovation and reuse of the Carter's clothing manufacturing plant on Highland Avenue. The renovated building will accommodate a 142-bed nursing home with 56 assisted-living units and support facilities. Two applications for industrial projects located on the east side of 128 were also approved with conditions.

Five permits with conditions were granted for facade modifications in the Center Business District. Two applications were reviewed and approved for minor revisions to previously granted site plan special permits.

In terms of land subdivision activity, the Board processed two subdivisions: a Definitive Plan creating fourteen new lots on Carleton Drive and Bridle Trail Road located off Central Avenue, and a Definitive Subdivision Plan creating 12 new lots on Cranberry Lane and Bridle Trail Road off Country Way. In addition, a total of twenty-one plans were endorsed "Approval-Not-Required (ANR)" under the Subdivision Control Law, meaning that the lots

created or altered on such plans met minimum frontage requirements.

The Board of Appeals referred 28 applications for variances, special permits and administrative appeals to the Planning Board last year; and as required by the Zoning By-Law, the Board reviewed each application and recommended in writing to the Appeals Board.

The Planning Board was again successful at the 1993 Annual Town Meeting in having its proposed zoning amendments adopted. Four zoning articles were unanimously voted at the 1993 Meeting. The majority of these changes were technical in nature, involving refinements in language. In the Center Business District, board jurisdiction, relating to the issuance of special permits waiving strict adherence to the minimum number of required parking spaces or to the application of parking design requirements, was shifted from the Board of Appeals to the Planning Board.

The most far-reaching zoning amendment was directly related to the considerable efforts of the Neighborhood Business District Study Committee. This set of articles established a new Neighborhood Business District with certain use and dimensional requirements. The Zoning Map was changed from a Business District to the new Neighborhood Business District in three geographical areas: at the intersection of Great Plain Avenue and Broadmeadow Road, on South Street near the Dover line, in the area of Charles River and Fisher Street, and near the Newton line, in the vicinity of Central Avenue and Reservoir Street. The new Neighborhood Business District will promote development consistent with neighborhood scale and will encourage development that serves the residential premises in its immediate vicinity.

The Three Rivers Interlocal councils served the Planning Board and the Planning Director on issues of traffic, land use and planning, and state policies and programs. Through its alliance with other members of the Council, Needham was able to influence development decisions affecting the future of the region.

FY94 FORECAST

It is expected that early in the next fiscal year, planning consultants will be retained to undertake a planning study of the Town's commercial areas. The purpose of the study will be to develop a set of design guidelines for Needham's commercial districts to guide future visual and environmental improvements. The study effort grows from a recognition that although improvements will be gradual, undertaken over a number of years, they will have a strong impact on the town's evolving character and therefore should be carefully coordinated. As in previous planning efforts, a Task Force consisting of business, resident and municipal interests will be organized to work with the consultants.

In closing, the Planning Board welcomes your participation in any of its meetings and your expression of agreement or disagreement on positions the Board has chosen to take regarding the development of the Town.

CONSERVATION COMMISSION



Roy A. Cramer, Chairman; Alan Brand, John T. Lynch, John D. Marr, Jr., Peter Roth. Not pictured Marsha Salett, Lisa Standley

PURPOSE

The main functions of the Conservation Commission are to:

1. Advise the Town on matters pertaining to the use, management and protection of the Town's natural resources and open space;
2. Administer the Wetlands Protection Act, Chapter 131 sec. 40, and the Town of Needham General Wetland By-Law; and,
3. Manage conservation property including Ridgehill Reservation.

BUDGETARY DATA

Number of Employees
Full Time 0
Part Time 1/4

FISCAL 1993 HIGHLIGHTS

The Commission was the recipient of a gift of land during the past year. The Wildale Trust

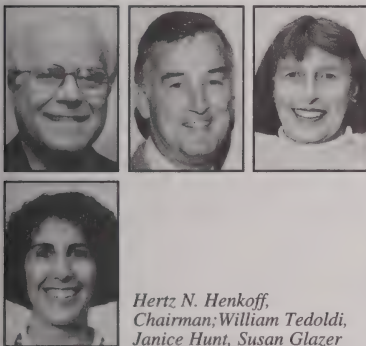
donated approximately six (6) acres of land off West Street, which abuts other Town owned land. A portion of the property is wetland and a portion is upland. It is significant addition to the land donated by the Sweet family several years ago.

The Commission conducted a number of public hearings and issued Orders of Condition and/or Determinations of Applicability for a number of projects. The Commission is also in the process of revising the regulations issued in connection with the Needham General Wetland By-Law.

FISCAL YEAR 1994 FORECAST

The Commission expects a continued increase in the number of Notices of Intent. The development of the Cranberry Lane/Bridal Trail Estates area has begun; this abuts a major wetland in Needham. The Commission will negotiate with a number of land owners for additional donations to the town open space inventory.

BOARD OF APPEALS



Hertz N. Henkoff, Chairman; William Tedoldi, Janice Hunt, Susan Glazer

The Board of Appeals met eleven times this fiscal year to hear twenty-eight applications for special permits. Of these, twenty-one applications were granted, two were denied, and five were withdrawn.

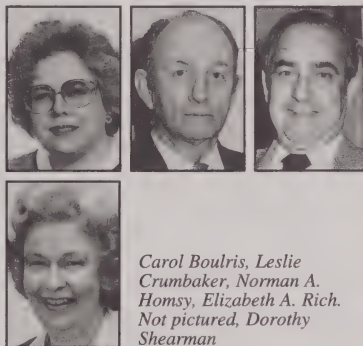
Costs for the year included:

Salaries	\$4769
Expenses	3546
Total	\$8315

Filing fees for the Board of Appeals consist of 1) \$100 for applications for residential special permits, variances, and appeals from the Building Inspector's decision, and 2) \$200 for applications for special permits for non-residential uses. Applications may be obtained from and filed in the Office of the Town Clerk, Town Hall. All decisions of the Board are filed with the Town Clerk and are a matter of public record.

The Board welcomes new member Michael A. Crowe and acknowledges with gratitude the many contributions made by former member Andrew D. Frieze during his six-year tenure.

HISTORICAL COMMISSION



Carol Boulris, Leslie Crumbaker, Norman A. Homsy, Elizabeth A. Rich. Not pictured, Dorothy Shearman

PURPOSE

The Needham Historical Commission, created by the Town Meeting in 1976, consists of 5 members appointed by the Selectmen. Working under directives and criteria established by both the state and national government, the Commission is responsible for identifying, researching and recording the historic assets of the town. These historic assets are the visible, still existing evidence of the town's history - sites, structures and houses. These are reported to the Mass. Historical Commission for inclusion in the Inventory of the Historic Assets of the Commonwealth. For those local assets of particular historical distinction, the Commission prepares nominations to the National Register of Historic Places, maintained by the U.S. Department of the Interior. The Commission is also charged with the support and encouragement of historic preservation within the town.

BUDGETARY DATA

Expenses: \$767
Number of employees: 0
No full or part-time employees.
All members are volunteers.

FY93 HIGHLIGHTS

In July the Commission sent out a letter to all owners of buildings on Needham's Inventory of Historic Assets offering (at the owner's expense) a new and redesigned house plaque, many of the older plaques have been lost during house repainting, etc.

The Chairman served on the Town Hall Design Review Selection Committee as a representative of the Historical Commission. This committee selected the architect for the Town Hall restoration and is overseeing the work.

The Commission continued to research the Hidden Parks of Needham.

The Commission continued to advise and disseminate information on buildings on its inventory.

FY94 FORECAST

- To complete researching the history of the many small (and sometimes unknown) commemorative parks scattered throughout the town and prepare an historical park brochure.
- To begin a survey of all commercial buildings in Needham Square, with some attention to the businesses that have occupied them over the years.
- To continue the ongoing survey of the Historic Assets of the town.
- To work in cooperation with other municipal agencies to insure that the goals of historic preservation are considered when planning for Needham's future development.

DEVELOPMENT

HOUSING AUTHORITY



Charles Cahill, Paulette J. Turner, Ian McLaughlin, Director. Not pictured, Edward Cahalane, Richard W. Gatto, Maryanne Mills

PURPOSE AND PROGRAMS

The purpose of the Needham Housing Authority is to provide housing assistance to senior citizens, families and handicapped/disabled persons with limited incomes. The Authority administers a variety of housing programs designed to aid four hundred and eight (408) households including one hundred and fifty-two (152) units of state-aided Chapter 667 housing for senior citizens, thirty (30) units of federally-assisted housing for families, forty six (46) units of federally-assisted housing for elderly or handicapped individuals, seventy-two (72) units of Section 8 existing housing, twenty (20) units under the Section 8 voucher program, eighty (80) units of state-aided Chapter 200 veterans housing, and two (2) staffed apartments under the state's Chapter 689 program serving eight (8) persons with special needs.

PERSONS SERVED

During the year, the Authority was able to assist the following number of new households in addition to its ongoing program:

Cook's Bridge (MA 065-001)	= 5
High Rock (Chapter 200)	= 0

Linden-Chambers (Chapter 667)=	23
Section 8 Certificates	= 4
Section 8 Vouchers	= 2

BUDGET DATA

The Needham Housing Authority functions with a number of operating budgets, one for each of the housing programs it administers. Expenditures for the various locally owned state-aided programs during the past year totalled \$541,059. Expenditures for the locally owned federally-assisted programs totalled \$219,696. In addition, \$597,272 was paid out in rental assistance on behalf of those participating in the Section 8 programs. Total expenditures for the year were \$1,367,907.

THE YEAR IN REVIEW: A BRIEF LOOK BACK

1. The Lead Abatement Program for the Authority's 200-1 development became a reality. The eighty houses within the High Rock family complex are in the process of receiving new doors and windows as well other work designed to eliminate any possible lead problems within each dwelling unit. This work is scheduled for completion in February of 1994.
2. The Authority has been involved in a HUD-funded Comprehensive Improvement Assistance Program within its Cook's Bridge development. Specifically, the Authority has undertaken improvements designed to make its Seabeds Way housing more handicapped accessible. This work shall continue. In addition the Authority received approval of \$468,000 for additional CIAP improvements which will fund replacement of doors and windows, modifications to bathrooms, storm drain improvements, installation of gutters; erection of fencing and exterior painting.

3. The Authority and the residents of its Cook's Bridge development realized their goal of having a new playground for the complex. The Patty Roche Playground came about through the generous efforts of local individuals, organizations, churches and businesses combined with the support of the Town of Needham.
4. The residents of the Authority's state-aided Chapter 200 development formed a tenant organization. Known as the Needham Tenant Organization 200-1, the group joins the Linden-Chambers Resident Association and the Cook's Bridge Tenant Association as the formally recognized groups within each of the Authority's locally-owned housing developments.
5. New initiatives have included the starting of the SHARE Program which promotes volunteerism while also allowing persons to purchase a monthly supplement of food at a very economical price.

In cooperation with West Suburban Elder Services, a Managed Care Program was introduced at the Linden-Chambers senior citizen complex. This program is designed to help frail elders to maintain their independence, to extend their ability to live in their own homes.

6. A number of changes took place in the composition of the NHA Board of Commissioners as well as the administrative staff. Two veteran commissioners, the Reverend Diane Perry Matthews and Mr. Stephen W. Merritt, left the Authority. Replacing them were Mr. Richard W. Gatto and Ms. Paulette J. Turner. On the administrative side, Ms. Florence Sargent took over the duties of Coordinator of Leasing and Occupancy with Ms. Doris Paolucci becoming her assistant. Mr. Donald Codner joined the staff as Finance Officer and Ms. Toni Devin joined the staff as Receptionist-Secretary.

CULTURE & LEISURE SERVICES

FREE PUBLIC LIBRARY



PURPOSE

In January of 1993 the Board of Library Trustees adopted the following Mission Statement: The Needham Free Public Library is a medium-sized library serving a suburban community. Its mission is to bring enlightenment, knowledge, inspiration, enjoyment, and culture to every member of the community. The Library's primary focus is to create and maintain a Popular Materials Library with a secondary focus as an Independent Learning Center and a Formal Education Support Center. The Library fulfills its mission by maintaining a high-demand, high-interest collection of print, non-print, and electronic media, and by providing

timely, accurate, and useful information to community residents of all ages. The Library also serves the archives for the Town of Needham. The Board of Trustees supports the American Library Association's Library Bill of Rights.

BUDGETARY DATA FOR FY93

Personnel	\$508,734
Purchased Services	70,950
Expenses	16,641
Books, Periodicals, and Audio-Visual	100,009
Capital Expenses	0
Total	696,334

Number of Employees	
Full-time	14
Part-time	36

DEPARTMENTAL STATISTICS

ADULT DEPARTMENT	
Circulation (books, videos, CD's, cassettes, periodicals)	207,581
Books loaned to other libraries	3,233
Books borrowed from other libraries	1,976
Overdue notices and bills sent	1,506
Reserves placed	2,708
Total money returned to Town from fines, fees, lost books, etc.	\$37,820

Thomas M. Harkins, Chairman; Roma Jean Brown, Charles F.C. Henderson, John W. Lebourveau, Sally Powers, Emily Salaun, Ann MacFate, Director. Not pictured, Lois Sockol

CULTURE & LEISURE SERVICES

REFERENCE DEPARTMENT

Reference questions answered	17,759
Directional questions answered	3,740
Reference books checked out overnight	604
Number of people using Genealogy Room	280

CHILDREN'S DEPARTMENT

Circulation (books, videos, records, cassettes, periodicals)	166,523
Reference questions answered	8,758
Overdue notices and bills sent	1,239
Reserves placed	194
Story times and other programs	183
Attendance at programs	4,119

CATALOG DEPARTMENT

Adult books added to collection	4,215
Adult books withdrawn	5,926
Children's books added to collection	1,994
Children's books withdrawn	1,105
Records, CD's, and audiocassettes added	689
Records and audiocassettes withdrawn	106
Videocassettes added	308
Videocassettes withdrawn	85
Total collection	147,846

COMMUNITY ROOM USE

Library and Friends' programs (other than Children's programs)	54
Other clubs/groups	56

The preceding statistics are a reflection of the continued trend in increased business at the Library—Adult Circulation increased 14.6%, Children's Circulation increased 11.8%, Books Borrowed from Other Libraries increased 6.9%, Adult Reserves Placed Increased 52.6%, Adult Reference Questions Answered increased 26.3%, and Attendance at Children's Programs increased 25.8%.

FY93 HIGHLIGHTS

July—The Friends of the Library received a prestigious John Cotton Dana Publicity Award for work done on the successful spring, 1992,

override vote. The library's Fourth of July Parade Float received the Anniversary Award.

August—Elizabeth L. Rich, Library Director since 1988, retired. Assistant Director Ann MacFate was promoted to Director. Over 50 bears and their owners participated in the 11th Annual Teddy Bear Jamboree. 520 children registered for the summer reading programs.

September—The Trustees hosted a reception honoring retiring Director Elizabeth Rich.

October—The Friends of the Library held its 20th Annual Book Sale. The Needham Women's Club presented its first Saturday morning story time.

December—The Trustees hosted a luncheon honoring the library's volunteers. 53 volunteers donated over 1200 hours to the library in FY93.

January—The Trustees accepted the Long-Range Planning Committee's report and began to consider the possibility of renovating/expanding the present building.

March—The McIver Book Discussion Series presented a film/book series on World War II. The Library Bookies placed second in the Needham Education Foundation's Spelling Bee.

April—The Needham Garden Club planted a memorial tree in honor of its Past-President Patricia Dennett. Over 40 people volunteered to help keep the library's shelves in order.

May—The library won a Massachusetts Library Association Publicity Award for its booth at the Newton/Needham Chamber of Commerce's Business/Education EXPO. In celebration of the 100th birthday of Peter Rabbit, Walter Weeton presented a special reading of several Beatrix Potter tales.

June—The Friends of the Library celebrated the conclusion of another successful year of fund-raising and program presenting with a special 20th Anniversary Party.

DONATIONS TO THE LIBRARY

In addition to the countless hours of service given by the Trustees, Friends, and Volunteers, the library received numerous monetary and other gifts during the fiscal year.

Friends of the Library	\$6,571
Donations and Memorials	\$5,235

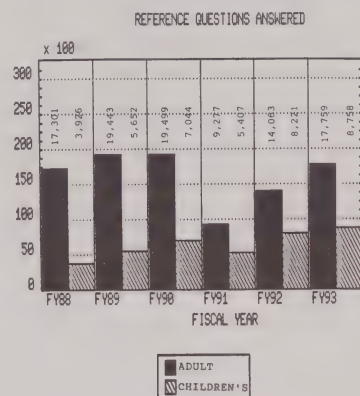
Needham Garden Club - weekly flower arrangements, seasonal decorations, and outside flower garden maintenance.

FY94 FORECAST

The library will break its all-time-high yearly circulation record (385,689) set in FY76.

The Trustees and Staff will complete the fact-finding phase for a possible renovation/addition to the building.

Access to additional electronic databases will become possible.



PARK & RECREATION COMMISSION



Jeffrey I. Meropol, Chairman; Elinor R. Devlin, Philip V. Robey, James Sargent, Dana W. Story, Jr., Nancy A. White, Director

PURPOSE

Empowered by Chapter 45 of the General Laws of the Commonwealth of Massachusetts, the Park and Recreation Commission:

- Provides balanced year-round recreation programming and leisure services for all ages.
- Serves as steward of over 400 acres of public park land and Town Forest and schedules recreation and athletic facilities.
- Manages Rosemary Lake and Pool as the principal aquatic recreation facility.
- Provides long range open space and recreation planning.
- Coordinates and provides support service for many community organizations.
- Sponsors special events and festivals.
- Provides youth leadership training and volunteer resource development.

BUDGETARY FY'93 DATA

		Number of employees
Salaries	\$238,829	Full time 3.5
Expenses	\$23,357	Part Time 70
Purchase of Services	\$28,483	
TOTAL	\$290,669	
Capital Outlay Playground Equipment	\$24,600	
Bathhouse Repairs	\$15,000	
TOTAL	\$39,600	

FY93 HIGHLIGHTS

- The department was recognized nationally as the most valuable pilot site for the Healthy Strides National Walking Program. As the top site in the country, the department received a donation from the corporate sponsor.
- Rosemary Pool bathhouse received a complete painting - inside and outside.

CULTURE & LEISURE SERVICES

- New playground equipment was installed at DeFazio, Claxton, Mills and Riverside Parks.

The new Claxton Field equipment is fully handicap accessible. New therapeutic swings were also installed at different sites.

- The First Annual Boston Cup Mountain Biking Race was held in the Town Forest.
- The Director of Parks and Recreation received the Massachusetts Recreation and Park Association Community Professional of the Year Award.
- Assistant Director was re-elected Vice President of Mass Park and Recreation Association.
- Cultural programs including Drama Workshop, Musical Theatre, and One Day Theater Workshops, were offered for the first time.
- The Commission was again able to provide many services to families in financial need due to cooperative efforts with the School Department, Housing Authority, and a number of human service organizations.
- Volunteer hours were over 3,200.
- The Carleton Pavilion Corp. was formed to raise money to build a memorial to Robert and Marcia Carleton. Commissioner Philip Robey and Director Nancy White were appointed to the Advisory Board.
- The department was chosen one of nine communities in the country to celebrate National Recreation and Park Month with sponsor samples from Ladies Home Journal.

SUMMER PROGRAMS	TOTAL PARTICIPANTS
Adult Tennis Lessons	15
Archery	15
Arts & Crafts Workshop	223
Cricketer Adventure	345
Gymnastics Workshop	230
Mini-Evergreen Adventure	379

Broadmeadow Playground	225
Outdoor Living Adventure	266
Tennis Lessons	206
Tennis Tykes	39
Tennis Tournaments (youth)	20
Counselor In Training	56
Youth Volleyball	15

POOL TOTAL PARTICIPANTS

General Admission	50,000
Masters Swim Meets	60
Sailing Lessons	15
Canoeing Lessons	18
Swim Lessons	1,043
Swim Team	80
Instructor Aides	50
Town Groups & Organizations	200

OTHER SUMMER ACTIVITIES TOTAL PARTICIPANTS

Arts in the Parks	2,000
Community Gardens	20
Children's Theatre	800
Tennis Passes	1,000

PARK USE TOTAL PARTICIPANTS

Mountain Biking Meet	250
One Time Use Permits for Parks/Tot Lots	200
Group Use of 17 Athletic Fields	30 organizations

FALL/WINTER/SPRING PROGRAMS TOTAL PARTICIPANTS

Adult Exercise	20
Adult Golf Lessons	30
Adult Tennis Lessons	20
Archery	27
Badminton	30/week
Ballet	70
February Vacation Gym	150
Halloween/Haunted House Party	1,800
Healthy Strides Walking Club	187
Ice Skating	206

Itsy Bitsy Arts	40
Men's Basketball	40/week
Men's Volleyball	35/week
Senior Citizen Golf	72/week
Senior Citizen Exercise	60/week
Ski Trip	52
Snowman Building Contest	18
Spark of Art	20
Special Needs Activities	10/week
Senior Walking Club	35
Women's Volleyball	20/week
Theatre Workshop	39
Musical Theatre	20

FY '93 FORECAST

- To support the efforts made by volunteers to build a Pavilion at DeFazio Park in memory of Bob and Marcia Carleton.
- To increase communications and cooperative efforts with the School Department.
- To continue to work with 30 community service, youth and adult organizations and to educate citizens on the importance of parks as a major asset to this community.
- To continue and increase training of seasonal staff to ensure safe and enjoyable programs.
- To continue marketing services and programs to the entire community using diverse forms of public relations.
- To continue to support the efforts of Edward Pelletier, Council On Aging Appointee, and new appointee to the Youth Commission, Colleen Schaller.
- To continue a preventive maintenance schedule for athletic fields to ensure safe sites.
- To continue to work closely with the Park Department to coordinate the preventive maintenance schedule.

MEMORIAL PARK



Ron Sockol,
Chairman;
John S.
Gallelo, John
J. Logan, Jr.,
Charles J.
Mangine,
Arthur M.
Tiernan

The Trustees of Memorial Park oversee the building and grounds of Memorial Park and regulate the use and operation of the facilities. The park is dedicated to the veterans of all wars and is the home of the Post #14 American Legion Baseball Team. Once again the park had a very busy season. In early March requests started to come in from organizations vying for dates to use the facilities. Both baseball dia-

monds were used every day and evening during the summer. In addition the High School had a busy spring and fall with baseball, football and track. Other special events were scheduled through the year. The gazebo was also used through out the summer. One of the most popular is the bulletin board which is used almost every week of the year.

FY 93 HIGHLIGHTS

1. A new concession stand was opened in the first floor of the building.
2. The track was resurfaced and relined.
3. Needham High School Graduation exercises for the class of 1993 were held in June.
4. The Fourth of July festivities were sponsored by the Exchange Club.
5. Arts in the Park sponsored by the Park and Recreation Department was held on Thursday evenings.

DEPARTMENT OF FINANCE



Carl F. Valente, Finance Director; Robert W. Burke, Management Information Services, John Krause, Comptroller; Evelyn M. Poness, Treasurer and Tax Collector



Town reporting including: automated class scheduling, daily attendance tracking, and report card processing services. Approximately 40 percent of the resources in the MIS Division support the variety of data processing services provided to the School Department.

Employees Per Division

Treasurer/Collector	5.5
Comptroller's Office	3.8
MIS	6
Total Staff:	15.3

BUDGETARY DATA

Salaries	\$499,684
Purchase of Service	446,004
Expenses	68,090
Capital Outlay	850
Total	\$1,014,628

FY93 HIGHLIGHTS

Much of the activity of the Department of Finance involves the day-to-day management of the Town's finances including \$52 million in operating expenses, \$1.1 million in Special Revenues, and \$18 million in Hospital receipts. Further, the Department processes 1200-1500 payroll checks per week, 600 monthly pension checks, 500 bi-weekly teachers checks, 400 invoices and expense checks per week, 20,000 water/sewer bills and real estate bills annually, 3200 W-2 forms and 10,000 landfill stickers.

In addition to maintaining the automated financial systems for the Town, the MIS Division assists the Town Clerk's Office with automation of voter registration lists, and the

Town and school census. Further, all elections are processed by the Town's computer.

The Comptroller's Division and Treasurer/Collector are responsible for complying with a myriad of Municipal Finance laws and regulations as well as meeting the financial reporting requirements of the State and Federal Governments. These financial controls are essential in order to properly safeguard taxpayer dollars.

The Town also provides a variety of services to the Glover Hospital For these services the Glover Hospital reimbursed the Town's General Fund \$25,000.

The Town is fortunate in that over 98 percent of the property taxes due were paid on time. In addition, as a result of aggressive cash management by the Treasurer, the Town was able to earn \$420,000 in interest for the Town in Fiscal Year 1993.

The primary new activity for the Finance Department in FY93 was the bidding and selection of a general government computer system and public safety system, and the implementation of a new School department student records system.

FY94 OBJECTIVES

The primary objective for the Department of Finance in FY94 is to implement the following financial management applications on the new computer system: general ledger, payroll/human resources, utility billing, tax billing and miscellaneous receivables. This new system is expected to save the Town over \$50,000 per year in hardware maintenance costs and will dramatically improve the Town's ability to serve its customers and residents.

FINANCE COMMITTEE



Michael K. Fee, Chairman; Matthew J. Applestein, Cynthia Chaston, William J. Miles, Paul O'Connor, Gerard Sullivan, Executive Secretary. Not pictured; Robert D. Friedman, Samuel Moncata, Joseph Vicidomino

committees, boards, and departments have been heard to whisper for additional help from on high. By the time the new Chairman's summary of the coming year's financial outlook has been presented, the prayer is louder and has become a petition for salvation.

The nine members of the Finance Committee are appointed by the Town Moderator for three year overlapping terms. They have varied, often extensive, backgrounds in finance, business, and law. Their responsibility by statute is to "consider any and all municipal questions for the purpose of making reports or recommendations to the town." (MGL 39, 16)

It is an arduous task. Most members stay only one term. Some Chairmen stay a fourth year to give continuity. Yet it is this constant, gradual, change of members, that continually gives a fresh viewpoint and encourages the FinCom, other committees, departments and the Town Meeting to constantly re-examine needs and priorities.

However the Committee's perspective has been consistent. It includes:

Presenting a viable operating budget within the fiscal constraints of Proposition 2 1/2,

Cooperating in the development of a long term capital projects plan in order to prevent a sudden increase in debt payments,

Maintaining a constant funding level for debt service payments within the operating budget,

Developing a Stabilization Fund for major capital projects that will also reduce borrowing rates.

As advisor to Town Meeting, the Finance Committee's primary task is to recommend a balanced operating budget for the Town. Each September the Finance Committee begins work on the budget that will be considered at the Annual Town Meeting in May.

The process begins with an estimate of revenues for the budget year. (See *Revenue Summary in the Warrant that accompanies this Report*) The largest item, the property tax levy, is fixed by Proposition 2 1/2. For the 1994 budget year it was projected as \$39.2 million. Considerable judgement is required to estimate the other major elements such as state aid and local receipts which combined with the property tax make up the total projected revenue. This was estimated at \$51 million for the 1994 budget year. Secondly, the Committee assigns members as liaisons to the various departments and Capital Review.

By December 1, the town departments submit their budget requests. The Finance Committee holds public hearings over the next ten weeks with representatives of the departments. During the last two weeks of February, the committee

Each autumn, at the start of the Special Town Meeting held in the Newman auditorium, eyes glance toward the table at the foot of stage right. They check for new faces on the Finance Committee and take stock of a new Chairman. At the end of the invocation, members of some

FINANCE

updates its income projections and submits its proposed budget for printing the Annual Town Meeting Warrant. In May, the Finance Committee updates this information and proposes any amendments that are necessary.

The task of keeping a proposed budget within the projected revenue estimate is a challenge. (See *Operating Budget Summary in Warrant*) Almost 30% of the Operating Budget is not directly involved with any department but with such items as MWRA, insurance, and debt service. Salaries are the major part of the remainder. Departments and various boards exercise thoughtful care and restraint in preparing their budgets. A frequent question asked of a department by the FinCom is what would the department do if less money were available.

Ways to increase revenue are limited. Increased fees can only cover a service that has been provided and cannot be a major source of income. The major source of revenue, the property tax, is restricted by Proposition 2 1/2 in two ways.

The first is called the levy ceiling. The town

cannot levy more than two and one-half per cent of the total full and fair cash value of all taxable real and personal property. Needham's property tax levy is only slightly more than one percent of the total valuation. So the levy ceiling does not have an impact on the town at present.

The second is called the levy limit. The town's property tax levy cannot grow more than two and one-half per cent from the prior year. Whenever inflation is greater than two and one-half per cent, the levy limit actually reduces the revenue available to the town in real dollars. The levy can only be increased by an amount greater than two and one-half per cent if an override is approved by the voters.

The final phase of the budget process is the review of the Capital Projects Plan. (See *Capital Improvement Budget Articles*.) It is prepared by the Town Administrator for the Board of Selectmen and the review of the Finance Committee.

Projects are separated into three categories of funding. The first two are within the levy limit in

the Operating Budget - either within the department's budget or financed through long term debt. (See *Debt Retirement Schedule, inside levy limit*) The Finance Committee endeavors to cap off the yearly debt service at 1 million dollars. As old debts are retired, new borrowings can be made. However, in prioritizing requests, the health, safety and wellbeing of Needham residents must be considered as well as the cost.

The third category of funding is outside the levy limit and must be submitted to the voters for Proposition 2 1/2 override approval. Such projects, such as major building projects or the closing of the landfill are in this category. The cost of these projects are not within the Operating Budget. (See *Debt Retirement Schedule, outside the levy limit*)

In a time of financial constraints and limitations, the Finance Committee applauds the cooperative spirit of departments, employees, volunteer boards and elected officials in planning for the future and maintaining a high standard of quality in their efforts.

BOARD OF ASSESSORS



Thomas Mulhern, Chairman;
Herbert Dodge, Richard W.
Finnegan, James Widenfeller,
Administrative Assessor

After a decade of working toward the goal of reducing the Town's dependence on outside contractors to fulfill the triennial requirement for revaluation, the FY 1994 Revaluation was done in-house by the Assessors Office staff. By drastically limiting the use of outside contractors, a savings of over \$150,000 was realized over each of the last two revaluations.

A key reason why affordable in-house revaluation became a reality in Needham was the adoption of a low cost computerized assessment system sponsored by the Massachusetts Department of Revenue. This step, in combination with the Town's good fortune to have an Assessors office staff which possesses the appraisal and computerization expertise to operate the system, represents a major transformation in the operational procedures of the Assessors Office.

In FY 1993 the Assessors Office filled two vacated positions. Hoyt Davis was appointed as the new Assistant Administrative Assessor and Chikako Park was appointed as Department Assistant Two to replace Nancy Bell who retired in March of 1993.

BUDGETARY DATE

Salaries:	\$181,199	No. of Employees:	
Expenses:	9,995	Full Time	6
Revaluation:	35,925	Part Time (elected)	3

ASSESSORS STATS

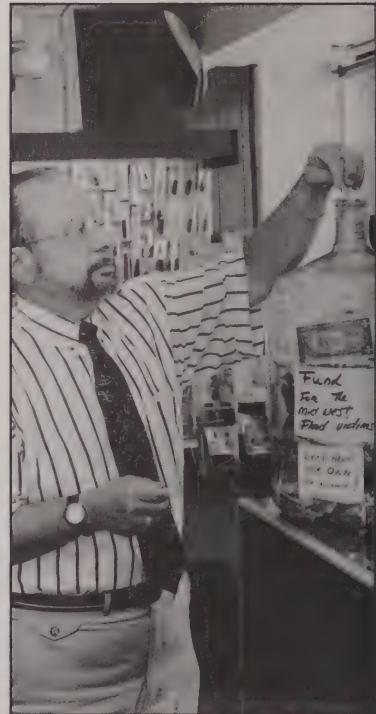
Total Valuation:	\$2,870,383,160
Residential parcels:	9,296
Commercial/Industrial:	432
Personal Property	482

PURPOSE

The Board of Assessors is responsible for the administration of a wide range of State laws regarding the establishment of the current market value of all the land, buildings, motor vehicles, business machinery and equipment within the Town. This market value information forms the basis for apportioning among the taxpayers the amount of money the Town Meeting votes each year to be raised through the local property tax.

FY 1993 HIGHLIGHTS

January 1, 1993 was the effective date of the most recent state-mandated townwide revaluation of property. This revaluation was reflected in the tax bills which were issued in December. The work associated with preparing for it represented the major preoccupation of the Assessors Office during FY 1993.



A Needham Heights pharmacist contributes to a good cause.

CONTRIBUTORY RETIREMENT BOARD



*J. Darrison Sillesky, Evelyn Poness,
Chairman, Thomas A. Welch II*

No. of Employees	1.8
Salaries	40,945
Expenses	3,455
Investments at Market	38,418,599
Money Market Acct. - Cash	187,132

Instituted in 1937, the Needham Retirement System is a member of the Massachusetts Contributory Retirement Systems and is governed by Chapter 32 of the Massachusetts General Laws. Membership in the plan is mandatory immediately upon commencement of employment for all permanent employees. The plan is a contributory defined benefit plan covering all town employees deemed eligible by the retirement board, with the exception of School

Teachers. Needham Teachers are administered by the Teachers Retirement Board.

The System provides for retirement allowance benefits up to a maximum of 80% of a member's highest three year average annual rate of regular compensation. Benefit payments are based upon a member's age, length of creditable service, salary and group classification.

Members become vested after ten years of service. Normal retirement for most employees occurs at age 65 (for certain hazardous duty and public safety positions, normal retirement is at age 55).

Active members contribute either 5, 7, or 8% of their gross regular compensation. This is determined by the date upon which the employee enters the service of the town.

January, 1992 brought significant changes to the method of funding Needham's pension obligations. Through special legislation initiated by the Needham Retirement Board, a schedule was adopted which allows the Town to appropriate on an actuarial basis which incorporates current and future pension costs and allows funding to be spread over a number of years rather than paying only the current year's pension payments. The result saved the Town of

Needham \$1.2 million over a two-year period and provided a decreased required appropriation in future years.

The System is administered by a three person Board consisting of an appointee of the Board of Selectmen, a second member elected by the members in or retired from the service of such system, and a third member chosen by the other two members with the approval of the Commissioner of Public Employee Retirement Administration. The Board meets on the third Wednesday of each month.

Chapter 661 of the Acts of 1983 greatly enhanced the ability of Retirement Systems to improve their investment performance. One avenue of investment was the creation of the Pension Reserve Investment Trust. Needham opted in 1985 to join PRIT, which has proven to be a wise decision. The Annualized rate of return as of June 30, 1992 was 10.44%.

Audits are completed annually by an Independent audit firm and every three years by the audit division of the Public Employee Retirement Administration.

Fiscal Year 1994 looks to be an exciting and productive year for the Needham Retirement system.

COMMISSIONERS OF TRUST FUNDS



*Robert W. Cutts, Robert E. Kettlety, Michael
J. Millette*

The Commissioners of Trust Funds oversee grants, gifts and donations made to the Town of Needham and accepted by the Board of Selectmen. The Commissioners invest these funds and approve expenditures from them.

The Commission administers 51 Trust Accounts totaling \$2,663,776 at 6-30-93. Total income for fiscal year 1993 was \$133,969.

Four new funds were added during the year. Rebecca H. Perry established a \$5,000 trust whose net income will be used for the purchase, support and maintenance of equipment at Perry Park. Margot, Geoffrey and Karen Carleton established the Robert and Marcia Carleton Memorial Trust Fund for projects to benefit the town. James E. and Lillian L. Mulvey established a \$51,561 fund for nursing education at Glover Memorial Hospital. Arthur and Barbara Hatch made a gift of \$668,513 for cardiac services at Glover Memorial Hospital.

In addition, many made gifts to the Permanent Donation Funds for Glover Memorial Hospital, the Needham Public Library and Needham Parks & Recreation. Needham was the beneficiary of considerable generosity in 1993.

The Commission will review all trust funds in FY 1994 to assure that the purposes of donors are being realized. Some of the older funds have lain dormant for some time. We are in the

process of notifying potential beneficiaries in the various town departments and putting these funds back to work.

Investment policy remains consistent with previous years. The investment objective for the portfolio is to maximize yield and maintain appropriate liquidity in strict adherence to the terms of the individual trusts.



A knitting class is offered at a shop in Needham Heights.

FINANCE

TOWN OF NEEDHAM BALANCE SHEET

ALL FUNDS EXCEPT ENTERPRISE FUND
JUNE 30, 1993

ASSETS AND OTHER DEBITS

CASH - NON-RESTRICTED:

Petty Cash	\$ 2,622
Checking -Now Accounts	398,269
Money Market Accounts	17,146,417

CASH RESTRICTED:

Money Market Accounts	\$ 0
TOTAL	\$ 17,547,308

TRUST FUNDS -	Cash & Investments	\$ 758,028
----------------------	-------------------------------	-------------------

TAXES RECEIVABLE - DELINQUENT:

Personal Property	\$ 46,451
Real Estate	411,259
TOTAL	\$ 457,711

ACCOUNT RECEIVABLES:

Motor Vehicle Excise Taxes	\$ 208,723
Deterred Real Estate Taxes	303,745
Tax Titles	348,399
Betterments	139,086
Other Departmental	178,997
Water	461,780
Sewer Services	1,562,513
TOTAL	\$ 3,263,243

OTHER RECEIVABLES:

Chapter 90 Highway	\$ 907,457
TOTAL	\$ 907,497

OTHER ASSETS:

Vacations Paid In Advance	\$ 21,548
TOTAL	\$ 21,548

PROVISION FOR PAYMENT OF LOAN	\$ 1,572,497
--------------------------------------	---------------------

TOTAL ASSETS AND OTHER DEBITS	<u>24,527,832</u>
--------------------------------------	--------------------------

MEMORANDUM ONLY:

Bonds Authorized	\$ 6,045,000
------------------	--------------

LIABILITIES

Warrants Payable	\$ 2,401,297
Agency Payables	212,488
Temporary Names-Bans	1,572,497
Other Liabilities	244,649
Inter Fund Payable	0
TOTAL	\$ 4,430,931

TRUST FUNDS:

Hospital	\$ 0
School	44,114
Library	395,025
All Other	318,889
TOTAL	\$ 758,028

RESERVES:

Revenue Deferred Until Collected	\$ 4,170,740
Revenue Reserved for Appropriation	708,155
Employer Health Insurance	357,930
Overlay Surplus	25,082
TOTAL	\$ 5,261,907

FUND BALANCES RESERVED/DESIGNATED:

Designated-Revolving Funds	\$ 874,799
Designated-State Grants	147,053
Designated-Private Grants	73,449
Designated-Federal Grants	14,655
Designated-Revenue Sharing	0
Designated for Abatements	495,261
Des. for Over/Under Assessment	27,678
Res. for Continued Appropriation	7,247,734
Reserved for Expenditure	1,435,000
Reserved for Stabilization	918,968
Reserved for Encumbrances	963,930
Approp. Deficit Snow & Ice	(132,678)
TOTAL	\$ 11,863,850

UNRESERVED FUND BALANCE:	\$ 2,213,117
---------------------------------	---------------------

TOTAL LIABILITIES, RESERVES,

FUND BALANCES	<u>\$ 24,527,833</u>
MEMORANDUM ONLY:	

Bonds Authorized and Unissued	\$ 6,045,000
-------------------------------	--------------

TOWN OF NEEDHAM

STATEMENT OF APPROPRIATIONS AND EXPENDITURES

YEAR ENDED JUNE 30, 1993

	Approp. Continued from FY1992	Current Approp.	Transfers and/or Receipts	Less Cont. Approp. to FY 1994	Total Avail. for Expend.	Expended Disburse.	Expended Open Enculmb.	Expended Total	Unexpend Return to Surplus
Summary									
General Government:									
Administration	\$ 0	\$ 1,572,262	\$ 75,000	\$ 219,813	\$ 1,427,449	\$ 1,348,558	\$ 41,824	\$ 1,390,382	\$ 37,067
Finance	84,273	13,475,324	(765,040)	352,766	12,441,791	12,002,992	194,462	12,197,454	244,337
Public Safety	0	6,229,601	146,539	0	6,376,140	6,276,392	20,551	6,296,943	79,197
Public Facilities	1,494,174	8,894,498	(223,214)	1,043,474	9,121,984	8,751,219	454,856	9,206,075	(84,091)
Human Services	0	582,581	21,500	0	604,081	558,845	18,091	576,936	27,145
Planning & Development	1,227	94,343	1,000	1,227	95,343	90,558	3,666	94,224	1,119
Cultural & Leisure Services	33,004	1,033,599	3,000	25,533	1,044,070	1,019,775	14,704	1,034,479	9,591
Education	38,274	27,189,707	284,000	5,426,476	22,085,505	21,943,193	136,238	22,079,431	6,074
Grand Total	\$ 1,650,952	\$ 59,071,915	\$ (457,215)	\$ 7,069,289	\$ 53,196,363	\$ 51,991,532	\$ 884,392	\$ 52,875,924	\$ 320,439
Board of Selectmen									
Salaries		\$ 290,189			\$ 290,189	\$ 279,762	\$ 0	\$ 279,762	\$ 10,427
Purchase of Service		153,708			153,708	115,597	30,950	146,547	7,161
Expenses		21,350			21,350	18,777	2,282	21,059	291
Capital Outlay		5,000			5,000	508	4,492	5,000	0
	\$ 0	\$ 470,247	\$ 0	\$ 0	\$ 470,247	\$ 414,644	\$ 37,724	\$ 452,368	\$ 17,879
Miscellaneous									
Street Lighting		\$ 378,000			\$ 378,000	\$ 360,242	\$ 0	\$ 360,242	\$ 17,758
Garbage Removal		96,000			96,000	95,520	0	95,520	480
Disabilities Commission		513			513	366	100	466	47
Town Hall Renovations		247,650		219,813	27,837	27,837	0	27,837	0
MBTA Parking		85,000			85,000	84,820	0	84,820	180
	\$ 0	\$ 807,163	\$ 0	\$ 219,813	\$ 587,350	\$ 568,785	\$ 100	\$ 568,885	\$ 18,465
Town Clerk									
Salaries		\$ 71,532			\$ 71,532	\$ 71,532	\$ 0	\$ 71,532	\$ 0
Expenses		1,955			1,955	1,516	400	1,916	39
Purchase of Service		2,716			2,716	1,778	900	2,678	38
	\$ 0	\$ 76,203	\$ 0	\$ 0	\$ 76,203	\$ 74,826	\$ 1,300	\$ 76,126	\$ 77
Board of Registrars									
Salaries		\$ 45,493			\$ 45,493	\$ 45,943	\$ 0	\$ 45,943	\$ (450)
Expenses		1,510			1,510	1,442	0	1,442	68
Tellers and Canvassers		17,250			17,250	16,987	0	16,987	263
Purchase of Service		20,100			20,100	17,345	2,700	20,045	55
	\$ 0	\$ 84,353	\$ 0	\$ 0	\$ 84,353	\$ 81,717	\$ 2,700	\$ 84,417	\$ (64)
Legal									
Salaries		\$ 44,070			\$ 44,070	\$ 43,737	\$ 0	\$ 43,737	\$ 333
Expenses		1,180			1,180	1,115	0	1,115	65
Special Fees		88,000	75,000		163,000	163,000	0	163,000	0
	\$ 0	\$ 133,250	\$ 75,000	\$ 0	\$ 208,250	\$ 207,852	\$ 0	\$ 207,852	\$ 398
Personnel Board									
Expenses		\$ 1,046			\$ 1,046	\$ 734	\$ 0	\$ 734	\$ 312
	\$ 0	\$ 1,046	\$ 0	\$ 0	\$ 1,046	\$ 734	\$ 0	\$ 734	\$ 312
Assessors									
Salaries		\$ 181,199			\$ 181,199	\$ 170,874	\$ 0	\$ 170,874	\$ 10,325
Expenses		9,995			9,995	8,436	1,529	9,965	30
Revaluation Update		35,925			35,925	10,101	25,824	35,925	0
	\$ 0	\$ 227,119	\$ 0	\$ 0	\$ 227,119	\$ 189,411	\$ 27,353	\$ 216,764	\$ 10,355

FINANCE

TOWN OF NEEDHAM STATEMENT OF APPROPRIATIONS AND EXPENDITURES YEAR ENDED JUNE 30, 1993

	Approp. Continued from FY1992	Current Approp.	Transfers and/or Receipts	Less Cont. Approp. to FY 1994	Total Avail. for Expend.	Expended Disburse.	Expended Open Enclumb.	Expended Total	Unexpended Return to Surplus
Department of Finance									
Salaries		\$ 510,691			\$ 510,691	\$ 499,684	\$ 0	\$ 499,684	\$ 11,007
Purchase of Services	29,500	444,132			473,632	329,250	144,378	473,628	4
Expenses		68,093			68,093	46,209	21,881	68,090	3
Capital Outlay		850			850	0	850	850	0
Insurance, General		547,470			547,470	541,813	0	541,813	5,657
Group Health and Life Ins		3,980,000	(400,000)		3,580,000	3,433,050	0	3,433,050	146,950
Workers' Compensation		487,600		183,863	303,737	303,737	0	303,737	0
Property and Casualty	54,773	12,000		55,430	11,343	11,343	0	11,343	0
Public Safety Medical		92,900			92,900	92,786	0	92,786	114
Unemployment Insurance		30,000			30,000	25,969	0	25,969	4,031
	\$ 84,273	\$ 6,173,736	\$ (400,000)	\$ 239,293	\$ 5,618,716	\$ 5,283,841	\$ 167,109	\$ 5,450,950	\$ 167,766
Debt and Interest									
Debt Exclusion		\$ 2,408,931		\$ 24,274	\$ 2,384,657	\$ 2,384,657	\$ 0	\$ 2,384,657	\$ 0
Maturing Bonds		829,944			829,944	829,944	0	829,944	0
Bond Interest		186,647			186,647	180,171	0	180,171	6,476
	\$ 0	\$ 3,425,522	\$ 0	\$ 24,274	\$ 3,401,248	\$ 3,394,772	\$ 0	\$ 3,394,772	\$ 6,476
Finance Committee									
Salaries		\$ 12,150			\$ 12,150	\$ 12,150	\$ 0	\$ 12,150	\$ 0
Expenses		500			500	438	0	438	62
Reserve Fund		489,574	(365,040)	89,199	35,335	0	0	0	35,335
	\$ 0	\$ 502,224	\$ (365,040)	\$ 89,199	\$ 47,985	\$ 12,588	\$ 0	\$ 12,588	\$ 35,335
Contributory Retirement									
Salaries		\$ 40,945			\$ 40,945	\$ 40,945	\$ 0	\$ 40,945	\$ 0
Contributions		2,892,323			2,892,323	2,892,323	0	2,892,323	0
Expenses		2,175			2,175	2,175	0	2,175	0
Purchase of Service		1,280			1,280	1,280	0	1,280	0
	\$ 0	\$ 2,936,723	\$ 0	\$ 0	\$ 2,936,723	\$ 2,936,723	\$ 0	\$ 2,936,723	\$ 0
Non-contributory Retirement									
Chapter 32 Retirements		\$ 210,000			\$ 210,000	\$ 185,657	\$ 0	\$ 185,657	\$ 24,343
	\$ 0	\$ 210,000	\$ 0	\$ 0	\$ 210,000	\$ 185,657	\$ 0	\$ 185,657	\$ 24,343
Education									
Salaries	\$ 38,274	\$ 16,322,750	\$ 41,701		\$ 16,402,725	\$ 16,399,308	\$ 0	\$ 16,399,308	\$ 3,417
Administration		82,580			82,580	69,126	13,453	82,579	1
Instruction		769,961	60,399		830,360	751,181	77,821	829,002	1,358
Other School Services		95,867			95,867	89,252	6,270	95,522	345
Pupil Transportation		491,507	(40,000)		451,507	450,499	1,008	451,507	0
Operation and Maintenance		931,100	(35,000)		896,100	885,585	10,221	895,806	294
Community Service		66,626			66,626	43,860	22,107	65,967	659
Tuitions		957,637	(27,100)		930,537	925,179	5,358	930,537	0
Vocational Education		487,324			487,324	487,324	0	487,324	0
Newman Sch. Renovation Arch		200,000		23,719	176,281	176,281	0	176,281	0
School Oil Tank Removal		154,355		255	154,100	154,100	0	154,100	0
Newman Sch. Renovation			284,000	276,749	7,251	7,251	0	7,251	0
Pollard Sch. Renovation Arch		30,000			30,000	30,000	0	30,000	0
Pollard Sch. Renovation		6,600,000		5,125,753	1,474,247	1,474,247	0	1,474,247	0
	\$ 38,274	\$ 27,189,707	\$ 284,000	\$ 5,426,476	\$ 22,085,505	\$ 21,943,193	\$ 136,238	\$ 22,079,431	\$ 6,074
Police									
Salaries, Regular		\$ 2,004,629	\$ 2,539		\$ 2,007,168	\$ 2,005,895	\$ 0	\$ 2,005,895	\$ 1,273
Salaries, Overtime		321,121	144,000		465,121	438,973	0	438,973	26,148
Purchase of Services		70,708			70,708	69,015	1,500	70,515	193
Capital Outlay		87,500			87,500	73,576	11,209	84,785	2,715
Travel out of State		500			500	402	0	402	98
Operating Expenses		148,409			148,409	139,201	6,100	145,301	3,108
	\$ 0	\$ 2,632,867	\$ 146,539	\$ 0	\$ 2,779,406	\$ 2,727,062	\$ 18,809	\$ 2,745,871	\$ 33,535

TOWN OF NEEDHAM
STATEMENT OF APPROPRIATIONS AND EXPENDITURES
YEAR ENDED JUNE 30, 1993

	Approp. Continued from FY1992	Current Approp.	Transfers and/or Receipts	Less Cont. Approp. to FY 1994	Total Avail. for Expend.	Expended Disburse.	Expended Open Enclumb.	Expended Total	Unexpend Return to Surplus
Salaries, Regular	\$ 0	\$ 2,502,520	\$ (75,000)		\$ 2,427,520	\$ 2,410,340	\$ 0	\$ 2,410,340	\$ 17,180
Salaries, Overtime		445,000	75,000		520,000	508,719	0	508,719	11,281
Educ and Career Incentive		33,500			33,500	25,022	0	25,022	8,478
Inservice Training		97,000			97,000	94,756	0	94,756	2,244
Capital Outlay		0			0	0	0	0	0
Travel out of State		1,400			1,400	1,400	0	1,400	0
Purchase of Services		98,475			98,475	98,475	0	98,475	0
Operating Expenses		150,855			150,855	150,855	0	150,855	0
Salaries o.t. Alarm Div.		10,000			10,000	7,267	0	7,267	2,733
Ambulance Purchase		85,000			85,000	84,880	0	84,880	120
	\$ 0	\$ 3,423,750	\$ 0	\$ 0	\$ 3,423,750	\$ 3,381,714	\$ 0	\$ 3,381,714	\$ 42,036
Civil Defense									
Salaries		\$ 3,000			\$ 3,000	\$ 3,000	\$ 0	\$ 3,000	\$ 0
Expenses		15,000			15,000	13,723	0	13,723	1,277
	\$ 0	\$ 18,000	\$ 0	\$ 0	\$ 18,800	\$ 16,723	\$ 0	\$ 16,723	\$ 1,277
Building									
Salaries		\$ 139,443			\$ 139,443	\$ 137,361	\$ 0	\$ 137,361	\$ 2,082
Expenses		3,325			3,325	2,152	1,173	3,325	0
Capital Outlay		2,000			2,000	1,455	545	2,000	0
Purchase of Service		880			880	856	24	880	0
	\$ 0	\$ 145,648	\$ 0	\$ 0	\$ 145,648	\$ 141,824	\$ 1,742	\$ 143,566	\$ 2,082
Allocation of Wights									
Salaries		\$ 7,434			\$ 7,434	\$ 7,434	\$ 0	\$ 7,434	\$ 0
Expenses		1,522			1,522	1,521	0	1,521	1
Purchase of Service		380			380	114	0	114	266
	\$ 0	\$ 9,336	\$ 0	\$ 0	\$ 9,336	\$ 9,069	\$ 0	\$ 9,069	\$ 267
Public Works all Departments									
Salaries		\$ 2,500,079	\$ 20,101		\$ 2,520,180	\$ 2,492,866	\$ 0	\$ 2,492,866	\$ 27,314
Purchase of Service		1,433,250	(31,716)		1,401,534	1,120,782	264,583	1,385,365	16,169
Expenses		468,080	900		468,980	448,250	17,930	466,180	2,800
Out of State Travel		200			200	2	0	2	198
Capital Outlay		359,186	51,716		410,902	261,887	147,910	409,797	1,105
MWRA Sewer		3,452,000	(521,400)		2,930,600	2,930,600	0	2,930,600	0
MWRA Water		93,703	103		93,806	93,806	0	93,806	0
Snow & Emergency Salaries		60,000	17,000		77,000	132,286	0	132,286	(55,286)
Snow & Emergency Expense		90,000	60,000		150,000	226,391	0	226,391	(76,391)
Generator a7 Fall stn 91	1,791	0		1,231	560	560	0	560	0
Bldg Repair a36 atm92		88,000		61,689	26,311	26,311	0	26,311	0
State Aid Contract 34282	2,634	0		2,634	0	0	0	0	0
State Aid Contract 34254	189,292	0		94,328	94,964	94,964	0	94,964	0
State Aid Contract 34581	397,887	0		243,706	154,181	154,181	0	154,181	0
San. Landfill Close/a 18	63,346	0		31,655	31,691	31,691	0	31,691	0
Central Ave. Br.Des./a19	11,075	0	180,082	44,556	146,601	146,601	0	146,601	0
Dis. Area Tran. Sta./a1/s88	24,433	0			24,433	0	24,433	24,433	0
Traffic Signal Control	40,000	0		25,731	14,269	14,269	0	14,269	0
Art.20/88atm-Close Landfill	16,877	0			16,877	16,877	0	16,877	0
Sewer System Evaluation	1,554	0		1,531	23	23	0	23	0
Sewer Sys. Rehab./a20/88	30,043	0		24,943	5,100	5,100	0	5,100	0
Sewer Sys. Rehab a22/90	7,779	0		1,838	5,941	5,941	0	5,941	0
West St. Sewer, a16, 86atm	4,532	0		4,532	0	0	0	0	0
Kendrick St., a17, 86atm	9,093	0		9,093	0	0	0	0	0
Art.22/88atm-Sewer Main Cstr	65,256	0		38,103	27,153	27,153	0	27,153	0
Art.21/88atm-Sewer Sys Rehab	29,452	0		29,452	0	0	0	0	0
Art.40/92atm-Sewr Sys. Rehab	217,735	0		163,846	53,889	53,889	0	53,889	0
Char Riv. Wat.Sta. a18/84	20,000	0		20,000	0	0	0	0	0
Art.41/92atm-Rehab Water Sys	361,395	0		19,681	341,714	341,714	0	341,714	0
Art.34/92atm-Rehab Water Sys		350,000		224,925	125,075	125,075	0	125,075	0
	\$ 1,494,174	\$ 8,894,498	\$ (223,214)	\$ 1,043,474	\$ 9,121,984	\$ 8,751,219	\$ 454,856	\$ 9,206,075	\$ (84,091)

FINANCE

TOWN OF NEEDHAM STATEMENT OF APPROPRIATIONS AND EXPENDITURES YEAR ENDED JUNE 30, 1993

	Approp. Continued from FY1992	Current Approp.	Transfers and/or Receipts	Less Cont. Approp. to FY 1994	Total Avail. for Expend.	Expended Disburse.	Expended Open Enculmb.	Expended Total	Unexpended Return to Surplus
Board of Health									
Salaries		\$ 195,616			\$ 195,616	\$ 179,982	\$ 0	\$ 179,982	\$ 15,634
Expenses		9,750			9,750	7,310	0	7,310	2,440
Purchase of Services		81,641	1,500		83,141	77,518	5,443	82,961	180
	\$ 0	\$ 287,007	\$ 1,500	\$ 0	\$ 288,507	\$ 264,810	\$ 5,443	\$ 270,253	\$ 18,254
Veterans Services									
Salaries		\$ 41,193			\$ 41,193	\$ 37,017	\$ 0	\$ 37,017	\$ 4,176
Expenses		3,200			3,200	779	2,421	3,200	0
Benefits		41,610	20,000		61,610	51,383	10,227	61,610	0
Expenses-Pking Clk.		2,675			2,675	1,772	0	1,772	903
	\$ 0	\$ 88,678	\$ 20,000	\$ 0	\$ 108,678	\$ 90,951	\$ 12,648	\$ 103,599	\$ 5,079
Youth Commision									
Salaries		\$ 79,390	\$ (1,500)		\$ 77,890	\$ 76,240	\$ 0	\$ 76,240	\$ 1,650
Expenses		2,270	1,500		3,770	3,770	0	3,770	0
	\$ 0	\$ 81,660	\$ 0	\$ 0	\$ 81,660	\$ 80,010	\$ 0	\$ 80,010	\$ 1,650
Council on Aging									
Salaries		\$ 119,866			\$ 119,866	\$ 117,704	\$ 0	\$ 117,704	\$ 2,162
Expenses		3,170			3,170	3,170	0	3,170	0
Capital Outlay		1,250			1,250	1,250	0	1,250	0
Purchase of Service		950			950	950	0	950	0
	\$ 0	\$ 125,236	\$ 0	\$ 0	\$ 125,236	\$ 123,074	\$ 0	\$ 123,074	\$ 2,162
Planning Board									
Salaries		\$ 69,720	\$ (1,200)		\$ 68,520	\$ 68,370	\$ 0	\$ 68,370	\$ 150
Expenses		1,947			1,947	1,890	0	1,890	57
Purchase of Service		3,200	1,200		4,400	4,329	0	4,329	71
Town Master Plan a24-1980atm	1,227			1,227	0	0	0	0	0
	\$ 1,227	\$ 74,867	\$ 0	\$ 1,227	\$ 74,867	\$ 74,589	\$ 0	\$ 74,589	\$ 278
Conservation Commission									
Salaries		\$ 6,184			\$ 6,184	\$ 5,675	\$ 0	\$ 5,675	\$ 509
Purchase of Services		3,429			3,429	1,035	2,394	3,429	0
Expenses		1,150			1,150	1,150	0	1,150	0
	\$ 0	\$ 10,763	\$ 0	\$ 0	\$ 10,763	\$ 7,860	\$ 2,394	\$ 10,254	\$ 509
Board of Appeals									
Salaries		\$ 5,100			\$ 5,100	\$ 4,768	\$ 0	\$ 4,768	\$ 332
Expenses		3,100	1,000		4,100	3,294	806	4,100	0
	\$ 0	\$ 8,200	\$ 1,000	\$ 0	\$ 9,200	\$ 8,062	\$ 806	\$ 8,868	\$ 332
Historical Commission									
Expenses		\$ 513			\$ 513	\$ 47	\$ 466	\$ 513	\$ 0
	\$ 0	\$ 513	\$ 0	\$ 0	\$ 513	\$ 47	\$ 466	\$ 513	\$ 0
Library									
Salaries	\$ 8,300	\$ 524,992	\$ (12,000)		\$ 521,292	\$ 517,034	\$ 0	\$ 517,034	\$ 4,258
Purchase of Service		69,725	2,000		71,725	64,386	6,114	70,500	1,225
Books and Peroiodicals		90,025	10,000		100,025	95,360	4,649	100,009	14
Expenses		16,650			16,650	16,641	0	16,641	9
	\$ 8,300	\$ 701,392	\$ 0	\$ 0	\$ 709,692	\$ 693,421	\$ 10,763	\$ 704,184	\$ 5,508
Park and Recreation									
Salaries		\$ 242,687			\$ 242,687	\$ 238,829	\$ 0	\$ 238,829	\$ 3,858
Expenses		23,416			23,416	22,434	924	23,358	58
Purchase of Service		25,489	3,000		28,489	25,716	2,767	28,483	5
Pool Repair stm aS 92		15,000		500	14,500	14,500	0	14,500	0
Playground Equip stm a4 92		25,000		329	24,671	24,671	0	24,671	0
	\$ 0	\$ 331,592	\$ 3,000	\$ 829	\$ 333,763	\$ 326,150	\$ 3,691	\$ 329,841	\$ 3,922
Memorial Park									
Expenses		\$ 615			\$ 615	\$ 204	\$ 250	\$ 454	\$ 161
Art.59/88atm-Track Renov.	24,704			24,704	0	0	0	0	0
	24,704	615	0	24,704	615	204	250	454	161
Grand Total	\$ 1,650,952	\$ 59,071,915	\$ (457,215)	\$ 7,069,289	\$ 53,196,363	\$ 51,991,532	\$ 884,392	\$ 52,875,924	\$ 320,439

TOWN OFFICIALS

ELECTED

Moderator

Richard P. Melick '94

Selectmen

John D. Marr, Jr. Chairman '96

David F. Eldridge Jr. '94

Paul Theodore Owens '94

H. Phillip Garity, Jr. '95

Sally B. Davis '96

Town Clerk

Theodora K. Eaton '95

Assessors

Thomas Mulhern, Chairman '96

Richard W. Finnegan '94

Herbert L. Dodge '95

School Committee

Gerald A. Wasserman Chairman '96

Susan R. Posner '94

Claire Kroll Fusaro '94

Margaret G. Murphy '95

Caroline D. Murray '95

Karl H. Clauset '95

Jennifer Peck Fainberg '96

Park and Recreation Commission

Jeffrey I. Meropol, Chairman '95

Elinor R. Devlin '94

Dana W. Story, Jr. '94

James F. Sargent '95

Philip V. Robey '96

Trustees of Memorial Park

Ron Sockol, Chairman '95

John J. Logan, Jr. '94

Arthur M. Tiernan '94

Charles J. Mangine '95

John S. Gallelo '96

Planning Board

David G. Gerber, Chairman '97

Paul Killeen '94

Devra G. Bailen '95

Frank S. Gallelo '96

David Kunhardt '95

Board of Health

Rachel Spector, Chairman '96

Saul Adams '94

David Bellinger '95

Housing Authority

Edward Cahalane '94

Charles H. Cahill Jr. '96

Richard W. Gatto '98

Paulette J. Turner '98

Maryanne Mills '96

Commissioners of Trust Funds

Robert Cutts, Chairman '94

Robert Kettlety '95

Michael J. Millette '94

Trustees of Public Library

Thomas M. Harkins, Chairman '96

John W. Lebourveau '94

Emily Salaun '94

Roma Jean Brown '95

Charles F.C. Henderson '95

Lois F. Sockol '96

Sally B. Powers '96

Constables

Andrew G Carson '96

Walter A. Wright, Jr. '96

APPOINTED BY SELECTMEN

Town Administrator

Carl F. Valente

Treasurer and Tax Collector

Evelyn M. Poness

Director of Finance

Carl F. Valente

Town Comptroller

John F. Krause

Town Counsel

David S. Tobin

Chief Procurement Officer

John F. Krause

Director of Public Works

Richard P. Merson

Town Engineer

David F. Greenwood

Division Superintendents

Park - John F. Cusick

Water/Sewer - James J. Courchaine

Highway - Roger A. Stolte

Police Chief/Keeper of the Lockup

William G. Slowe

Traut Officer

William P. Matthies

Animal Control Officer

Harry Greenlaw

Fire Chief and Superintendent of

Fire Alarm/Forest Warden

Robert A. DiPoli

Director of Civil Defense

Julius T. Fedel

District Director of Veterans' Services

John J. Logan, Jr.

Inspector of Buildings

Armand H. LaVigne

John Rosenfeld (sub)

David Berg (sub)

Inspector of Wiring

Donald B. Griffin

James Trudeau (sub)

Harold Weeks (sub)

Richard Greaves (sub)

Inspector of Plumbing and Gas

Andrew Brown

Robert Hauptman (sub)

Tim Sullivan (sub)

Code Enforcement Officer

Paul Miller

Deputy Custodians of Buildings and Grounds

David L. Scahill

Trustees of Glover Memorial Hospital

Robert T. Heald, Chairman

John Antonakes

John H. Cogswell

Priscilla Dasse

Richard S. Luskini

Edward M. Murphy

Manuel Marino

Maryruth Perras

VK Saini

Larry Smith

Jeffrey P. Somers

Measurer of Bark and Wood

Arthur Coughlin

Sealer of Weights and Measures

John J. Gill

Data Processing Advisory Board

Irwin Weiss, Chairman

Edward M. Pierce

Carl F. Valente

Charles J. Barbagallo

Donald C. Brock

John R. Allison

Robert W. Burke

Matthew J. Applestein

Registrars of Voters

John W. Day, Chairman

Barbara Doyle

Mary J. McCarthy

Theodora K. Eaton, ex-officio

Board of Appeals

Hertz N. Henkoff, Chairman

William J. Tedoldi

Michael A. Crowe

Janice Hunt (Associate)

Susan Glazer (Associate)

Conservation Commission

Roy A. Cramer, Chairman

Alan Brand

John T. Lynch

John D. Marr, Jr

Peter Roth

Marsha Salett

Lisa Standley

Solid Waste and Recycling Committee

Phillip M. Wiggins, Chairman

Robert C. Davis

Sally B. Davis

William J. Fidurko

Joan Johnson

David L. Klebanoff

Robert MacEwen

Richard L. Malconian

Barbara Popper

Mertina Sharback

Janie Webster

Historical Commission

(Article 9, Special Town Meeting 10/76)

Elizabeth Rich, Chairman

Carol J. Boulris

Leslie G. Crumbaker

Norman A. Homsy

Dorothy D. Shearman

Annual Town Report Committee

Carl F. Valente

Jane A. Howard

Fair Housing Committee

Foster S. Crook, Chairman

Nina Ackerman

Louise V. Condon

Thomas Leary

Richard Gatto

Carl Zangerl-Salter

Eugene Arcand

John Wallace

Paul Killeen

Carl F. Valente

Arts Lottery Council

Christine Buscemi

Adele Chang

Susan Trachman

Robert F. Enos

Karen Taggart

Marie Corcoran

Karen Wood

Carla Steiger-Meister

Cable Television Advisory Board

Robert Bertsche

John Fountain

Arnold M. Goldstein

John Hionides

Deborah Katsiroubas

John J. Logan, Jr.

James Modena

James A. Simms

Jon Tamkin

Ad Hoc Insurance Committee

Margaret S. Hale, Chairman

Albert H. Shapiro

Niels H. Fischer

William H. Niblock, Jr.

Arthur C. Coughlin, Jr.

Paul Winnick

Stephen Palmer Rent Review and

Tenant Selection Committee

Edmund J. Mahoney

Gary Petrini

James Sandberg

Ronald L. Morrison

Robert T. Heald

Elm Bank Steering Committee

Norman P. Jacques

Joanne Hull Roth

Kenneth Monteith

Elm Bank MEPA Advisory Committee

William T. Cunningham

Jay E. Kaplan

Housing Partnership Committee

Sally B. Davis

John Donovan

Mary E. Dunlavey

Susan M. Glazer

REFERENCE

Stephen Merritt
Alfred J. Murphy
Mary Shea Pyne

Recycling Advisory Committee

Joan Johnson
Harriet Brush
William Brush
Barbara Popper
Janie Webster
Philip Wiggins
Mertina Sharback
Sally B. Davis

Commission on Disabilities

Adrienne S. Dey, Chairman
Alfred Coren
Maureen T. Gallagher
Janice Kushner
Elaine Saunders
Carl F. Valente

Physical and Biological Sciences Committee

(Article 53, 1992)

MaryDylis S. Anderson
David Bellinger
Andrew Bogdan
John D. Genova
Jeffrey Kleiman
William Powers
Robert Smart
Irwin Silverstein
Peter Valberg

APPOINTED BY THE MODERATOR

Finance Committee

Michael K. Fee, Chairman
Matthew J. Applestein
Cynthia Chaston
Robert D. Friedman
James G. Healy
William J. Miles
Paul O'Connor
Joseph Vicidomino

Personnel Board

John McKeon, Chairman
Richard Creem
Camilia Hertz
Michele McQuillan
Gordon D. Riedell

APPOINTED BY THE ELECTED

AND APPOINTED BOARDS

Superintendent of Schools

Frederick J. Tirrell

Planning Director

Lee Newman

Park and Recreation Director

Nancy A. White

Library Director

Ann MacFate

Administrative Assessor

James C. Widenfeller

Director of Public Health

Frederic L. Cantor

Personnel Director

Kathleen Phipps Fitzpatrick

Executive Director, Council on Aging

Ann L. Hartstein

Director of Youth Services

Thomas J. Engelman

Administrator, Glover Memorial Hospital

John D. Dalton

Assistant Town Clerk

Louise MacLean

Contributory Retirement Board

(under vote of Town 11/3/36)

Evelyn Poness, Chairman by Selectmen
J. Darrison Sillesky by members of the Retirement Board

Thomas A. Welch II by vote of employees and retirees

Council on Aging

Morris D. Dettman by Selectmen
Helen K. Hicks by Selectmen

Betsy M. Tedoldi by Selectmen
Vivian D. McIver by Selectmen
Mary C. Lyons by Selectmen
Kenneth Monteith by Selectmen
Elizabeth Casey by Board of Health
Roma Jean Brown by Library Trustees
Edward A. Pelletier by Park and Recreation
Trudi J. Farnham by Housing Authority
Nina Silverstein by School Department

Future School Needs Committee

(Article 62, 1950 last continued by Article 45, 1993)

Robert E. Chase, Chairman by Selectmen
Mary Riddell by League of Women Voters
George Keleher by Finance Committee
Rita Minahan by Moderator
Loretta O'Grady by PTC Presidents' Council
Maryruth Perras by Moderator
Karl H. Clauset by School Committee
Roger Toran by Planning Board
Blair Wentworth by Moderator

Youth Commission

(Article 49, 1967)

N. Hoyt Bussell, Chairman by Selectmen
Barbara K. Popper, by Finance Committee
Colleen F. Schaller by Park and Recreation
Thomas Lambert by Police Chief
David A. McGuire by School Committee
Charlotte Sidell by Moderator
William Lundell by School Department
Melissa Hofeller by School Department

Transportation Committee

Richard S. Creem, Chairman by Selectmen
Duncan Allen by Selectmen
Neil O. Alper by Planning Board
Jane A. Howard by Moderator

Design Review Board

Joan Kutcher
William Grover
Stephen Tanner
Peter R. Hinden
Bradford S. Barnes
Paul K. Cooley
Patricia R. Davis

Buildings and Grounds Study Committee

(Article 35, 1991, last continued Article 39 1993)

John F. Cusick
John W. Leberveau
Keith McClelland
Nancy A. White
H. Phillip Garrity, Jr
Jack Kelly

Parking Facilities Study Committee

(Article 4, 1986 Special Town Meeting, last continued Article 41, 1993)

John D. Marr, Jr
Jeffrey Wolfson
Joanne Hull Roth
Kevin Kraska
Judith Pike
Neil O. Alper

School Department Facilities Building Committee

(Article 37, 1991, last continued Article 43, 1993)

Thomas Alpert
Richard Davis
David G. Gerber
Thomas J. Houlihan
Caroline D. Murray
Frederick J. Tirrell
Roger P. Toran
Jacquelin Apsler
John D. Marr, Jr.

World War II Commemorative Committee

Carol J. Boulris, Chairman
Robert Bartholomew
John Dewey
Julius Fedel
Fr. Frank Garrity
Henry F. Hicks, Jr
Norman A. Homsy
John J. Logan, Jr
Ann MacFate

Ronald L. Morrison
Mary O'Brien
Jack O'Donnell
Paul O'Keefe
James Hugh Powers
Emily Salaun
Mark Quinzani

TOWN MEETING MEMBERS

Town Meeting Members At-Large

Davis, Sally B.	24 Coulton Park
Eaton, Theodora K.	51 Bonwood Road
Eldridge, David F., Jr.	44 Ellicott Street
Garrity, H. Phillip, Jr.	35 Highland Court
Harkins, Thomas M.	24 May Street
Killeen, Paul	66 Henderson Street
Logan, Jr., John J.	277 Warren Street
Marr, John D., Jr.	70 Greendale Avenue
Melick, Richard P.	1516 Central Avenue
Meropol, Jeffrey I.	30 Woodlawn Avenue
Mulhern, Thomas J.	18 LaSalle Road
Owens, Paul Theodore	98 Wilshire Park
Spector, Rachel	24 Lexington Avenue
Wasserman, Gerald A.	80 Rolling Lane

Precinct A 1996

Richard S. Creem	12 Gary Road
Kathryn L. D'addesio	210 Hillside Avenue
Jennifer Peck Faiberg	23 Lynn Road
Paula R. Fantegrossi	49 Horace Street
Hertz N. Henkoff	52 Wayne Road
Ira A. Nagel	57 Noanett Road
Elsie Robinson	127 Noanett Road
Linda A. Rosenberg	30 Lynn Road
Irwin Silverstein	44 Reservoir Avenue

1995

John P. Bleakney	38 River Park Street
Stephen Hamburger	33 Gould Street
Robert E. Hoban, Jr.	104 Hunnewell Street
Richard S. Luskin	53 Wayne Road
Blanche D. Randall	62 Noanett Road
Sydney Randall	62 Noanett Road
Michael W. Reardon	60 Horace Street
Herbert Robinson	127 Noanett Road
Doris O. Waldstein	20 Wayne Road

1994

John D. Genova	11 Jennifer Circle
Richard D. Lempietski	23 River Park Street
Beverly E. Luskin	53 Wayne Road
Donald J. Newman	82 Noanett Road
David G. Ranberg	17 Wayne Road
Janet Ranberg	17 Wayne Road
Sylvia Shuman	29 Yale Road
Louise P. Swanson	20 Lakin Street
George Tarallo	76 Ardmore Road

Precinct B 1996

Mary Lou Evans	54 Clarke Road
Robert E. Evans	54 Clarke Road
Robert D. Friedman	20 Glendale Road
Susan M. Glazer	64 Booth Street
Joan M. Johnson	101 Clarke Circle
William L. Sweet	361 West Street
Harriett D. Tippet	78 Clarke Circle
Frederick Waldman	86 Damon Road
John J. Frankenthaler	33 Brookside Road

1995

Thomas M. Alpert	46 Pine Grove Street
Deborah H. Anastas	165 Brookside Road
Patricia A. Baker	639 Central Avenue
Trudi R. Ide	160 Brookside Road
Jason L. Levy	207 Rosemary Street #4
John M. O'Hara	18 Rolling Lane
Meredith P. Page	19 Glendale Road
A. Fay Remnitz	56 Pershing Road
John D. Woodley	95 Clarke Road

1994
 Alfred S. Coren 113 Hunnwell Street
 William E. Duncan 18 Pine Grove Street
 Nathan F. Fener 40 Tanglewood Road
 Walter E. Hobson 57 Brookside Road
 Sandra E. Jaszek 18 Crescent Road
 Lee B. Manning 103 Nardone Road
 Albert E. Mills 177 Jarvis Circle
 Richard B. Remnitz 56 Pershing Road
 John F. Whalen, Jr. 297 West Street

Precinct C
1996
 Russell S. Broad, Jr. 94 Mayflower Road
 Laurence G. Eaton 51 Bonwood Road
 Kathleen R. McIntosh 61 Fuller Brook Avenue
 Andrew J. Oliveri 93 Mayflower Road
 Sheila G. Pransky 100 Mayflower Road
 Lois Sockol 100 Mackintosh Avenue
 Ron Sockol 100 Mackintosh Avenue
 Sarah Ann Toran 945 Central Avenue
 Charles W. Wyckoff 85 Pine Street

1995
 Cynthia J. Chaston 119 Fox Hill Road
 John H. Cogswell 1479 Great Plain Avenue
 Stanton H. Davis 54 Mackintosh Avenue
 William H. Dugan, Jr. 29 Pine Street
 Judith S. Lebow 73 Mackintosh Avenue
 Daniel P. Messing 1725 Great Plain Avenue
 Rita A. Russian 39 Alden Road
 Linda A. Shaughnessy 37 Standish Road
 Joseph H. Silverman 57 North Hill Avenue

1994
 Ian D. Campbell 461 Charles River Street
 Eugene S. Cioffi 70 Bonwood Road
 Patrick J. Hyland 73 Stewart Road
 Helen R. Jewowsky 530 High Rock Street
 Daniel L. Lintz 71 Fuller Brook Avenue
 David W. Lombard 44 Colonial Road
 Mary J. P. O'Brien 27 Carol Road
 Mertina L. Scharback 94 Oxbow Road
 Jonathan D. Tamkin 60 Bonwood Road

Precinct D
1996
 Carol Johnson Bouluris 203 Country Way
 Jonathan M. Davis 392 Country Way
 David W. Kunhardt 59 Maple Street
 Christine H. Miara 36 Marked Tree Road
 Madeline A. Page 18 Maple Terrace
 Sally B. Powers 47 Scott Road
 William M. Powers 47 Scott Road
 Joyce S. Rockmore 84 Sylvan Road
 Thomas F. Soisson 128 Maple Street

1995
 Joan E. Adams 1206 Great Plain Avenue
 Bradford S. Barnes 210 Charles River Street
 Cynthia A. Ganung 86 Barrett Street
 Elizabeth B. Kloss 1200 Great Plain Avenue
 Kathleen M. Lewis 99 Linden Street
 Richard L. Malconian 128 Country Way
 Ronald L. Morrison 110 Country Way
 Maribeth Wadman 267 High Rock Street
 Diane S. Webber 44 Oakcrest Road

1994
 Matthew J. Appelstein 15 Fairview Road
 John Brennan 74 Richardson Drive
 Cynthia L. Conturie 96 Robinwood Avenue
 Susan C. Feely 66 Frances Street
 Andrew D. Frieze 70 Windsor Road
 Roger B. Hunt 969 South Street
 Michael J. O'Leary, Jr. 284 Marked Tree Road
 Joseph Pitts 182 Marked Tree Road
 Robert Todd Pratt 81 Sylvan Road

Precinct E
1996
 Robert C. Davis 24 Coulton Park
 David L. Gillmeister 88 South Street
 Nancy Winbury Griffith 179 South Street
 Jane A. Howard 119 Green Street
 Maryruth Perras 42 Oakhurst Circle
 Susan R. Posner 146 South Street

Philip V. Robey 12 Fletcher Road
 David Summergrad 62 Green Street
1995
 Roma Jean Brown 30 Edgewater Lane
 Lawrence R. Cummings 27 South Street
 Ann Dermarderosian 130 Fox Hill Road
 Mary H. Dickert 141 Edgewater Drive
 Edmund V. Donnelly 160 Great Plain Avenue
 Linda J. George 110 South Street
 Jeffrey Kleiman 103 Lawton Road
 Carol A. Tracy 1087 Webster Street

1994
 Mary Jane Baker 914 Webster Street
 Frederick E. Barstow 86 Livingston Circle
 John P. Connelly 40 Green Street
 Joan C. Kirkman 25 Green Street
 Carol S. Knapton 100 Lawton Road
 Edward Nowak, Jr. 20 Churchill Lane
 Amy Robinson 100 Laurel Drive
 Jon D. Schneider 210 South Street

Precinct F
1996
 Gilbert W. Cox, Jr. 49 Colonial Road
 Kirsten D. Durbin 301 Nehoiden Street
 Richard W. Gatto 17 Rosemary Street
 Daniel P. Matthews 31 Rosemary Street
 John F. Milligan 25 Blacksmith Drive
 James Hugh Powers 263 Nehoiden Street
 Dana W. Story, Jr. 28 Perry Drive
 Dexter H. Marsh, Jr. 286 Rosemary Street

1995
 Susan M. Anderson 34 Pond Street
 Susan D. Baer 273 Nehoiden Street
 Richard W. Davis 233 Nehoiden Street
 Rita L. Minahan 15 Morton Street
 John L. Naughton, Jr. 61 Warren Street
 Gregory John Shesko 70 May Street
 Sandra Balzer Tobin 26 Meadowbrook Road

1994
 Mary Ellen Hale 48 Meadowbrook Road
 Elizabeth M. Keil 43 Kingsbury Street
 Edith B. Martin 21 Newell Avenue
 Donnell F. O'Duggan 125 Meadowbrook Road
 Judith R. Pike 330 Rosemary Street
 Deborah L. Roberts 95 Fair Oaks Park
 Arthur M. Tiernan, Jr. 21 Warren Street
 Deborah S. Winnick 12 Mallard Road
 Paul T. Milligan 22 Ware Road

Precinct G
1996
 Patricia B. Buckley 155 Fair Oaks Park
 Frank S. Gallelo 29 Howland Street
 Margaret G. Murphy 34 Bradford Street
 Caroline D. Murray 156 Fair Oaks Park
 Paul O'Connor 108 Wilshire Park
 Kathleen J. O'Keefe 49 Coolidge Avenue
 Jill E. Owens 98 Wilshire Park
 Karl Heinz 132 Lincoln Street

1995
 Susan W. Abbott 60 Otis Street
 Robert T. Heald 86 Eaton Road
 George L. Keleher 383 Manning Street
 Mary Ann Oldfield 260 Warren Street
 Barbara K. Popper 31 Wilshire Park
 Sheila Ila G. Pulver 24 Bradford Street
 Frank E. Reardon 44 Sargent Street
 Robert T. Smart, Jr. 25 Mayo Avenue

1994
 Richard DeMeis 126 Powers Street
 Christian H. Fredericks, Jr. 25 Otis Street
 Jean R. Phalen 107 Wilshire Park
 Mary T. Riddell 20 Cleveland Road
 Ronald W. Ruth 248 Warren Street
 Marsha C. Salett 21 Eaton Road
 Leo C. Schlittler 748 Webster Street
 Richard B. Weitzen 66 Eaton Road

Precinct H
1996
 Therese A. Buckley 42 Broad Meadow Road

David F. Devine 141 Dawson Drive
 Barbara Buckley Doyle 214 Elmwood Road
 Robert Y. Larsen 150 Tudor Road
 Marjorie M. Margolis 20 Mann Avenue
 Mark McDonough 173 Fairfield Street
 Peter J. Meade 1085 Greendale Avenue
 Edward B. Murphy 9 Gorsvenor Road

1995
 Norman M. Bryden 131 Broad Meadow Road
 Nancy E. McCarthy 29 Sterling Road
 Caroline Q. McElroy 24 Woodbury Drive
 Eugene S. McMorrow 22 De Francesco Circle
 Eleanor Nutile 60 Tudor Road
 Leroy J. Nutile 60 Tudor Road
 John F. O'Rourke 50 Broad Meadow Road
 Barbara R. Wilmot 103 Hillcrest Road

1994
 Marena H. Burnett 75 Norwich Road
 Michael E. Flanagan 196 Valley Road
 Peter Friedenberg 42 Douglas Road
 Ellen M. Grady 34 Whittier Road
 Peter E. McElroy 24 Woodbury Drive
 Gordon H. Piper 111 Dawson Drive
 Elizabeth L. Rich 43 Rybury Hillway
 Ellen A. Shapiro 787 Greendale Avenue

Precinct I
1996
 Paul H. Attridge 59 Powers Street
 Elainor R. Devlin 45 Washington Avenue
 Claire Kröll Fusaro 57 Brookline Street
 David C. Gerber 3 Holmes Street
 Elizabeth A. Giles 188 Highgate Street
 Suzanne D. Hughes 6 Morningside Road
 Maureen T. McCaffrey 285 Manning Street
 Mary D. Quirk 56 Paul Revere Road

1995
 Neil O. Alper 245 Brookline Street
 Janet P. Bigelow 144 Washington Avenue
 Susan M. Burt 67 Washington Avenue
 Robert E. Chase 74 Washington Avenue
 John W. Day 35 Morley Street
 Paul F. Denver 7 Beaufort Avenue
 Diane Perry Matthews 204 Highgate Street
 Michele M. Mcquillen 224 Hillcrest Road

1994
 Gerald R. Browne 242 Hillcrest Road
 Alan D. Burt 67 Washington Avenue
 Robert D. Hall, Jr. 204 Hillcrest Road
 Deborah J. Keefe 122 Lindbergh Avenue
 John W. Lebourveau 174 Washington Avenue
 Keith M. McClelland 110 Brookline Street
 Elaine E. Messias 38 Fairfax Road
 Margaret A. Riley 50 Edwared Road

Precinct J
1996
 Thomas E. Caulfield 8 Virginia Road
 John F. Connell 61 Lexington Avenue
 Deborah A. Coyle 16 Lexington Avenue
 Jo-Ann Miles 9 Park Avenue
 William J. Miles 9 Park Avenue
 George F. Skinner 118 Manning Street
 Betsy M. Tedolli 68 High Street
 Bonnie Jean Tower 55 Burnside Road

1995
 William R. Dermody 12 Concord Street
 Jeanne Durkin Gerber 21 Manning Street
 John J. Gill 36 Homestead Park
 Marcia C. Mather 179 Paul Revere Road
 Andrew Picariello 590 Highland Avenue
 Emily M. Salaun 101 Tower Avenue
 Lynne D. Stern 117 Hoover Road
 Maura O. Walsh 49 Colby Street

1994
 Susan B. Condon 409 Webster Street
 David C. Crocker 80 Spring Road
 Foster S. Crook 3 Thorpe Road
 Robert A. Downs 51 Virginia Road
 Amy T. Goldman 73 Dunster Road
 Michael D. Mullican 110 Parker Road
 Alfred J. Murphy 12 Mark Lee Road
 Margaret A. Tucker 419 Webster Street



SPECIAL TOWN MEETING WARRANT



TOWN OF NEEDHAM

7:30 P.M.

MONDAY, NOVEMBER 16, 1992

NEWMAN MIDDLE SCHOOL

CENTRAL AVENUE

NEEDHAM

THE NEW YORK PUBLIC LIBRARY

ASTEN LENOX TILDEN FOUNDATION



1895

THE NEW YORK PUBLIC LIBRARY
ASTEN LENOX TILDEN FOUNDATION
1895

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in Elections and in Town Affairs to meet at the Newman Middle School in said Town on

MONDAY, THE SIXTEENTH DAY OF NOVEMBER, 1992

at seven-thirty o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ACCEPTANCE OF A CONVEYANCE OF LAND

To see if the Town will vote to authorize the Board of Selectmen to accept a conveyance of approximately 4.24 acres of land for \$1.00, subject to easements and restrictions, said land being located off Central Avenue and adjacent to the Town's landfill and being a portion of land presently owned by 850 Tower Corporation; to see if the Town will vote to adopt a preamble to declare it an emergency measure necessary for the convenience of the Town; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

ARTICLE 2: CITIZEN'S PETITION: AMEND ZONING BY-LAW (Residential Hospice House)

To see if the Town will vote to amend the existing Zoning By-Law of the Town of Needham as follows:

By amending section 1.3, the Definitions section, and section 3.2, the Schedule of Use Regulations, by adding the following provisions:

1.3 Definitions

Residential Hospice House - a single-family detached dwelling, in which care is given to terminally ill patients who have medically documented prognoses of less than six months to live. A residential hospice house under these by-laws shall not include a "facility" licensed by the Department of Public Health of the Commonwealth of Massachusetts pursuant to 105 CMR s.141.299, Appendix A. Hospice services given in a residential hospice house under these by-laws, must be provided by a non-profit, tax exempt, Massachusetts corporation, that holds a license as a hospice care program from the Department of Public Health of the Commonwealth of Massachusetts, pursuant to G.L. chapter 111, s.57D and 105 CMR s.141.000.

3.2 Schedule of Use Regulations

The use of a single-family detached dwelling for a residential hospice house, provided that the following conditions in addition to those set forth at s.1.3 shall apply: (1) up to, but not more than two persons unrelated by blood or marriage, for each bedroom in a residential hospice house, may receive hospice care within the house, up to a maximum of sixteen persons receiving hospice care in the house; (2) there shall be not less than one parking space for each staff person living on the premises, plus one parking space for each two persons receiving hospice care on the premises; no parking space shall be in any set back area required by this by-law; (3) any dwelling used as a residential hospice house shall comply with the following requirements: a) minimum lot area: 87,120 square feet calculated in accordance with s.4.2.1(a) of this by-law; b) minimum frontage: 150 feet; c) front setback: 50 feet; d) side setback: 25 feet; e) maximum stories: 2-1/2, and maximum height: 35 feet, except that single-family dwellings existing before the passage of this by-law and containing more than 2-1/2 stories or being more than 35 feet in height, may be used as a residential hospice house not subject to these restrictions on height and number of stories, provided that no additions or alterations may be made that would increase the existing height or number of stories; (4) visual buffering in the form of a natural vegetative buffer between the

residential hospice house and associated parking areas, and any abutting structure, shall be maintained if such vegetative buffer exists, or created using vegetation consistent with that already on the lot of the residential hospice house, or the surrounding area; (5) modifications to the exterior of an existing structure shall be consistent with the existing structure's predominant character as a single-family home; whenever egress stairways or other exterior renovations are required for Building Code compliance, they shall be contained within the exterior walls of the dwelling; (6) the initial owner or operator of a dwelling used as a residential hospice house shall apply to the Building Inspector for an occupancy permit before any persons receive hospice care within the residential hospice house, and shall demonstrate compliance with the preceeding paragraphs 1 through 5; each subsequent owner or operator of a dwelling used as a residential hospice house shall apply to the Building Inspector for an occupancy permit and shall demonstrate continued compliance with the preceeding paragraphs 1 through 5.

<u>RRC</u>	<u>SRB</u>	<u>GR</u>	<u>A-1,2</u>	<u>I</u>	<u>B</u>	<u>IND</u>	<u>IND-1</u>	<u>IND</u>
<u>SRA</u>			<u>& 3</u>					<u>P*</u>
Y	N	N	N	N	N	N	N	N

Or take any other action relative thereto.

INSERTED BY: Citizen's Petition
FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

ARTICLE 3: FUND COLLECTIVE BARGAINING AGREEMENT - POLICE UNIT A

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union Unit A; and recommend to amend the necessary line items in the 1993 operating budget as voted at the 1992 Annual Town Meeting under Article 24 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 4: FUND COLLECTIVE BARGAINING AGREEMENT - POLICE UNIT B

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union Unit B; and to recommend to amend the necessary line items in the 1993 Operating Budget as voted at the 1992 Annual Town Meeting under Article 24 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 5: FUND COLLECTIVE BARGAINING AGREEMENT - POLICE SUPERIOR OFFICERS

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers Association; and to recommend to amend the necessary line items in the 1993 Operating Budget as voted at the 1992 Annual Town Meeting under Article 24 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 6: FUND COLLECTIVE BARGAINING AGREEMENT - NAGE/PUBLIC WORKS EMPLOYEES

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Public Works Employees NAGE, Local 256; and to recommend to amend the necessary line items in the 1993 Operating Budget as voted at the 1992 Annual Town Meeting under Article 24 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 7: FISCAL YEAR 1993 BUDGET ADJUSTMENTS

To see if the Town will vote to amend and supercede certain parts of the 1993 Operating Budget, adopted under Article 24 at the 1992 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 8: APPROPRIATION TO STABILIZATION FUND

To see if the Town will vote to raise and appropriate a sum of money to the Stabilization Fund, as provided for under MGL Chapter 40, Section 5B as amended; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 9 AMEND ZONING BY-LAW - ESTABLISHMENT OF NEW AVERY SQUARE BUSINESS DISTRICT AND HILLSIDE AVENUE BUSINESS DISTRICT

To see if the Town will vote to amend the Needham Zoning Bylaw as follows:

1. Amend Section 1.3 Definitions by inserting the following new definition at the appropriate alphabetical location:

"Complex Development - any development made subject to the provisions of Section 6.6 Complex Development by designation ("SPC") in Section 3.2 Use Regulation Schedule, based on size and general category of use."

2. Amend Section 2.1 Classes of Districts so that it reads as follows:

"2.1 Classes of Districts

"Residential

- | | | |
|-----|---|------------------------------|
| RRC | - | Rural Residence-Conservation |
| SRA | - | Single Residence A |
| SRB | - | Single Residence B |
| GR | - | General Residence |
| A-1 | - | Apartment - A-1 |
| A-2 | - | Apartment - A-2 |
| A-3 | - | Apartment - A-3 |

"Commercial

B	-	Business
CSB	-	Chestnut Street Business
CB	-	Center Business
ASB	-	Avery Square Business
HAB	-	Hillside Avenue Business

"Industrial

IND	-	Industrial
IND-1	-	Industrial-1
IND P	-	Industrial Park

"Institutional

I	-	Institutional
---	---	---------------

"Overlay

FP	-	Flood Plain
AP	-	Aquifer Protection."

3. Amend Section 3.1 Basic Requirements by inserting the following above the "N (No) Use Prohibited" row:

"SPC (Complex Development) Use allowed under a special permit under the provisions of Section 6.6 Complex Projects"

and by deleting the second paragraph which reads in part:

"In addition, no building or structure ... in Section 3.2.1".

4. Revise Section 3.2 Schedule of Use Regulations as follows:

- a. Delete Section 3.2.1, and redesignate the remaining present content of Section 3.2 as "Section 3.2.1 Uses in Districts Except Commercial Districts", and add the following introductory paragraph:

"The following schedule of use regulations shall apply in the RRC, SRA, SRB, GR, A-1,2, &3, I, IND, IND-1, and IND-P districts."

- b. Delete the "B" column from the new Section 3.2.1.

- c. Insert a new Section 3.2.2, to read as follows:

"3.2.2 Uses in Commercial Districts.

"The following schedule of use regulations shall apply in the B, CSB, CB, ASB, and HAB districts."

D I S T R I C T

USE	B	CSB	CB	ASB	HAB
Farm, greenhouse, nursery, truck garden, provided the subject property contains a minimum of 2 1/2 acres	Y	Y	Y	Y	Y

Salesroom or stand for agricultural and horticultural products provided all products sold are grown or

D I S T R I C T

USE	B	CSB	CB	ASB	HAB
produced on the premises of the farm, greenhouse, nursery or truck garden, provided the subject property contains a minimum of 2 1/2 acres	Y	Y	Y	Y	Y
Sale during the Christmas season at a nursery or greenhouse of cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises	Y	Y	Y	Y	Y
Church or other place of worship, parish house, rectory, convent and other religious institution	Y	Y	Y	Y	Y
School - public, religious, sectarian or denominational	Y	Y	Y	Y	Y
Dormitory for a school with no provisions for private cooking or housekeeping	Y	N	N	Y	Y
Public library and museum and philanthropic institution	Y	Y	Y	Y	Y
Public park and playground and municipal structure including a water tower and reservoir	Y	Y	Y	Y	Y
Public passenger station	Y	SP	SP	Y	Y
Child care facility	Y	Y	Y	Y	Y
Other private school, nursery, or kindergarten	SP	SP	SP	SP	SP
Convalescent or nursing home, hospital	SP	SP	SP	Y	Y
Cemetery	SP	N	N	Y	Y
Private club not conducted as a business	SP	SP	SP	SP	SP
Single family detached dwelling	Y	N	N	Y	Y
Planned residential development	N	N	N	SP	SP
Residential compound	N	N	N	SP	SP
Two-family detached dwelling	Y	N	N	Y	Y

DISTRICT

USE	B	CSB	CB	ASB	HAB
Conversion of a single family dwelling to a two-family dwelling ...	N	N	N	Y	Y
Apartment or multifamily dwelling .. *Allowed on second floor only; consistent with density requirements for A-1	N	SP*	SP*	SP	SP
The use of an owner-occupied structure for shared elderly housing for up to six elderly occupants (60+); provided, (1) that such structure so used shall not be subdivided into separate apartments, (2) that occupancies therein by nonowners occupants shall be pursuant to an agreement specifying a term of occupancy of not less than one year, (3) that at any time there shall be in the town no more than fifty structures for which permits have been issued under the authority of this section, (4) that no more than 20% of such structures shall be located in any one precinct of the town, and (5) that the number of structures for which permits are granted in any one year shall not exceed 5	SP*	N	N	SP	SP
*Applies only to structures in existence prior to Dec. 31, 1982, otherwise N					
Boarding house with no arrangements of any description for private cooking or housekeeping	Y	N	N	Y	Y
Retail establishment serving the general public if containing 10,000 or more gross sq. ft. of floor area ("Complex Development"):					
Grocery store	Y	Y	N	SPC	N
Outdoor parking, storage or display of motor vehicles in conjunction with the sale or leasing of new or used motor vehicles on applications filed after September 28, 1978	SP	N	N	N	N
Other outdoor display of goods ..	Y	N	N	N	N

D I S T R I C T

USE	B	CSB	CB	ASB	HAB
Retail trade or shop for custom work or the making of articles to be sold at retail on the premises	Y	Y	Y	SPC	N
Other retailing	Y	Y	Y	SPC	N
Retail establishments serving the general public if containing more than 5750 but less than 10,000 gross sq. ft. of floor area:					
Grocery store	Y	Y	N	Y	N
Outdoor parking, storage or display of motor vehicles in conjunction with the sale or leasing of new or used motor vehicles on applications filed after September 28, 1978	SP	N	N	N	N
Other outdoor display of goods ..	Y	N	N	N	N
Retail trade or shop for custom work or the making of articles to be sold at retail on the premises	Y	Y	Y	Y	N
Other retailing	Y	Y	Y	Y	N
Retail establishments serving the general public if containing less than 5750 gross sq. ft. of floor area or incidental retail sales which are accessory to a permitted principal use which does not involve 50% of the total floor area or 5750 square feet of the principal use, whichever is lesser. In multi-tenanted structures the provisions of the section will individually apply to each tenant or use and not to the aggregate total of the structure:					
Grocery store	Y	Y	Y*	Y	SP

* If under 1,000 sq. ft. of gross floor area

Outdoor parking, storage or display of motor vehicles in conjunction with the sale or

D I S T R I C T

USE	B	CSB	CB	ASB	HAB
leasing of new or used motor vehicles on applications filed after September 28, 1978	SP	N	N	N	N
Other outdoor display of goods ..	Y	N	N	N	N
Retail trade or shop for custom work or the making of articles to be sold at retail on the premises	Y	Y	Y	Y	Y
Other retailing	Y	Y	Y	Y	SP
Manufacturing clearly incidental and accessory to a retail use on the same premises and the product is customarily sold on the premises.	Y	Y	Y	Y	Y
Banks	Y	Y	Y	Y	Y
Offices totalling more than 20,000 square feet, unless created through change of use from either retailing or any principal use listed below this one in Section 3.2.2, such as garment manufacturing:					
For consumer sales or service ...	Y	Y	Y	SPC	SPC
Others	Y	Y	Y*	SPC	SPC
* Allowed on second floor only					
Smaller amounts of office space, or offices created through change of use from either retailing or any principal use listed below this one in this Section 3.2.2, such as garment manufacturing:					
For consumer sales or service ...	Y	Y	Y	Y	Y
Others	Y	Y	Y*	Y	Y
* Allowed on second floor only					
Craft, consumer, professional or commercial service establishment dealing directly with the general public and not enumerated elsewhere in this section	Y	Y	Y	Y	Y
Theatres and indoor moving picture shows; pool and billiard rooms	Y	SP	SP	SP	N

D I S T R I C T

USE	B	CSB	CB	ASB	HAB
Electronic game and amusement arcades	Y	N	N	N	N
Bowling alleys, skating rinks, and similar commercial amusement or entertainment places	Y	N	N	N	N
Automobile service station, excluding repair services	SP	SP	N	N	N
Other commercial garage for the storage or repair of vehicles; gasoline and oil filling station; trucking terminal, truck rental agency and similar material hauling enterprise; the parking of vehicles involved in rubbish disposal and oil delivery and the private parking of vehicles for compensation	SP	N	N	N	N
Car wash	SP	N	N	N	N
Laundry; coin operated or self-service laundry or dry cleaning establishment	SP	SP	SP	SP	SP
Lumber or fuel establishment; contractor's, stone mason's, junk or salvage yard	SP	N	N	N	N
Airport, heliport, landing strip or area for any type of aircraft	N	N	N	N	N
Hotel or motel	SP	N	N	N	SP
Eat in or take out restaurant or other eating establishment except a lunch counter incidental to a primary use:					
Restaurant serving meals for consumption on the premises and at tables with service provided by waitress or waiter	SP	SP	SP	SP	N
Take-out operation accessory to the above	SP	SP	SP	SP	N
Take-out food counter as an accessory to a food retail or other non-consumptive retail					

USE	D I S T R I C T				
	B	CSB	CB	ASB	HAB
establishment	SP	SP	SP	SP	N
Retail sales of ice cream, frozen yogurt and similar products for consumption on or off the premises	SP	SP	SP	SP	N
Take-out establishment primarily engaged in the dispensing of prepared foods to persons carrying food and beverage away for preparation and consumption elsewhere	SP	SP	N	SP	N
Fast-food establishment offering over-the-counter sale of on/off premises prepared food or beverage primarily intended for immediate consumption and prepared in such a manner to be readily eaten from easily disposable containers	SP	SP	N	N	N
Veterinary office and/or treatment facility:					
With boarding of animals	SP	N	N	N	N
Without boarding of animals	SP	SP	SP	SP	SP
Medical clinic	SP	SP	SP	SP	SP
Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives	SP	N	N	N	SP
Industrial services, for example, machine shop, plumbing electrical or carpentry shop or similar service	SP	N	N	N	SP
Welding shop	N	N	N	N	N
Stone cutting, shaping, or finishing in an enclosed building..	N	N	N	N	N
Autobody or auto paint shop, provided that all work is carried out inside the building	N	N	N	N	N

D I S T R I C T

USE	B	CSB	CB	ASB	HAB
Outside truck service or repair for others including body work	N	N	N	N	N
Food processing primarily for wholesale use	N	N	N	N	N
Bottling plant	N	N	N	N	N
Equipment rental service	Y	N	N	SP	SP
Garment manufacturing	SP	N	N	SP	SP
Laboratory or place where scientific experimental research is conducted not including genetic or biological research laboratory	SP	N	N	SP	SP
Genetic biological research	N	N	N	N	SP
Radio or television studio	SP	N	N	SP	SP
Medical reference laboratories other than accessory to a medical office	SP	N	N	SP	SP
Dental prosthesis laboratories other than accessory to a dental office	SP	N	N	SP	SP
Light non-nuisance manufacturing providing that all resulting cinders, dust, flashing, fumes, gases, odors, smoke, noise, vibration, refuse matter, vapor, and heat are effectively confined in a building or are disposed in a manner so as not to create a nuisance or hazard to safety or health	SP	N	N	SP	SP
Any lawful purpose or special use not enumerated elsewhere in this By-law	SP	N	N	N	N
More than one non-residential building or use on a lot where such buildings or uses are not detrimental to each other and are in compliance with all other requirements of this By-law	SP	SP	SP	SP	SP

D I S T R I C T

USE

B CSB CB ASB HAB

Use of a room or rooms in a single or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25 % of the gross floor area, not in excess of 600 sq. ft., is regularly devoted to such use

Y N N Y Y

Customary home occupation engaged in by a resident of a single or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation, (2) there is no exterior storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale of goods on the premises

Y N N Y Y

The taking of not more than four non-transient borders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a single family dwelling

Y N N Y Y

Cafe or lecture room associated with a private school

SP N N SP SP

Research laboratory or statistical office associated with a private school, including printing, binding, and electrotyping as incidental uses

SP N N SP SP

Lunch counter incidental to a principal use

Y SP SP Y Y

DISTRICT

USE	B	CSB	CB	ASB	HAB
Other customary and proper accessory uses, such as, but not limited to, garages, tool sheds, greenhouses and cabanas	Y	SP	SP	Y	Y
Other accessory uses incidental to lawful principal uses	Y	SP	SP	Y	Y

5. Retitle Section 4.4 as "**4.4 Dimensional Requirements for Commercial Districts**", and add the following introductory paragraph directly thereunder:

"The following regulations shall apply to Business, Chestnut Street Business, Center Business, Avery Square Business, and Hillside Avenue Business districts."

6. Amend Section 4.4.2 by retitling it as "4.4.2 Maximum Building Bulk"; by relocating paragraphs (b) and (c) below TABLE 1; and by adding a new paragraph (d) to read as follows:

"(d) In other Commercial Districts (ASB, HAB) there is no limitation on lot coverage, but buildings shall not be constructed, reconstructed, extended, enlarged or arranged so that the following floor area ratios are exceeded. The limits for mixed uses on the same premises shall be interpolated between the limits below in proportion to their floor areas.

"(1) For eating establishments, or any use providing service to patrons while in autos, or any use having gas pumps the maximum floor area ratio shall be 0.35.

"(2) For all other uses in these districts the maximum floor area ratio shall be 0.7."

7. Amend Section 4.4.3 by revising the second paragraph thereof so that it reads as follows:

"Notwithstanding the above, no building or structure which is located on property in the Chestnut Street Business, Avery Square Business, or Hillside Avenue Business districts shall exceed two and one-half (2 1/2) stories, including ground level covered or enclosed parking, no more than two (2) stories of which shall be occupied except for storage, nor shall the building or structure exceed a total height of thirty-five (35) feet."

8. Amend Section 4.4.4 as follows:

- a. Retitle the Section as "**4.4.4 Front Setback**".

- b. Add the following two paragraphs at the end of Section 4.4.4:

"In the Avery Square Business District, there shall be a front setback of not less than ten (10) feet, or a setback consistent with the setbacks for principal buildings existing on the premises as of the effective date of this provision, or the average of the setbacks of buildings on adjoining lots, whichever is less restrictive. Principal buildings in the Avery Square Business District shall have a front setback of not more than fifteen (15) feet on Highland Avenue, if having frontage upon it. In the Avery Square Business District, the setback, if any, shall be kept open and landscaped with grass or other plant materials and unpaved except for walks and driveways, as defined in Section 4.4.5.

"In the Hillside Avenue Business District, there shall be a minimum front setback of twenty (20) feet. The setback shall be kept open and landscaped with grass or other plant materials and unpaved except for walks and driveways, as defined in Section 4.4.5."

9. Amend Section 4.4.5 Driveway Openings by revising the first sentence to read, "In the Business, Chestnut Street Business, Avery Square Business, and Hillside Avenue Business districts, the following regulations shall apply."
10. Amend Section 4.4.6 Enclosed Parking by inserting a new second paragraph as follows:

"Parking which is under a building or partially underground shall, except for driveways, be separated from the street line by building space occupied by the principal use, not by parking."

11. Amend Section 4.4.8 Side and Rear Setbacks Adjoining Residential Districts, by deleting the first set of paragraphs denoted (a) through (d); by designating the first paragraph "4.4.8.1 Business District", the second paragraph "4.4.8.2 Chestnut Street Business District", and the third (remaining) paragraph "4.4.8.3 Center Business District"; and by inserting the following after paragraph 4.4.8.3 and above the paragraph denoted (a):

"4.4.8.4 Other Business Districts

"In an Avery Square Business or Hillside Avenue Business District no building or structure for a use not allowed in a residential district shall be placed within fifty (50) feet of a residential district boundary, and the ten feet closest to such boundary shall be suitably landscaped as specified at Section 4.4.8.5. The remainder of the setback may be used for an accessory use not including a building or structure."

"4.4.8.5 Landscaping Specifications

Where 'suitable landscaping' is called for in paragraphs 4.4.8.2, 4.4.8.3, or 4.4.8.4, the following shall be complied with."

12. Amend Section 4.4.9 Building Entrances on Chestnut Street so that it reads as follows:

"4.4.9 Building Entrances in the Chestnut Street Business, Avery Square Business, and Hillside Avenue Business districts.

"First-floor businesses shall have individual entrances accessed from the exterior of the building, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building."

"Building entrances providing access to first and second-floor space shall be available from one or more streets on which the building fronts. The primary building entrance must be from Chestnut Street, Highland Avenue, or Hillside Avenue unless the premises do not have frontage on one of those streets, or unless lot configuration makes it impractical to place all individual entrances on those streets."

13. Insert the following into the fourth paragraph of Section 5.1.1.5 (considerations warranting reductions in parking), redesignating following paragraphs as required:

"(c) in the Avery Square and Hillside Avenue Business districts, shared parking for uses having peak demands at different times, unusual age or other characteristics of site users, or user-sponsored demand reduction devices, such as car-pooling."

14. Add the following sentence at the end of Section 5.1.1.7:

"In the Avery Square Business District, legal on-street parking may be credited towards meeting these requirements if located between the premises' side lot lines on the same side of the street."

15. Add the following at the end of Section 5.1.3 (m):

"In the Avery Square Business District, required parking for non-residential uses shall be either on the same premises as the activity it serves, or on a separate parcel, which may be shared with other uses, if the parcel is located within five hundred (500) feet (800 feet for employees) walking distance of the building entrance to be served, is located in a zoning district permitting or allowing on special permit the activity it serves, and is permanently committed to serving the use involved. In the Avery Square Business District, no parking shall be located within 10 feet of a street line."

16. Insert a new Section 6.6 Complex Developments, to read as follows:

"6.6 Complex Developments

"6.6.1 Intent

"The intent of Complex Development provisions is to assure that in the Avery Square Business and Hillside Avenue Business districts large-scale developments are carefully tested against the Town's decision criteria relating locations and uses, and to assure that adequate provisions are made for impacts of development.

"6.6.2 Applicability

"Uses made subject to Section 6.6 by designation ("SPC") in Section 3.2 Use Regulation Schedule are defined as "Complex Developments", and shall comply with the following.

"Complex Developments require authorization through a special permit granted by the Planning Board under this Section, which shall serve in lieu of any special permit otherwise required under Section 3.2 Use Regulations. Application for any other special permits which might be required by the project, such as those under Section 3.4 Aquifer Protection District, regardless of agency designations elsewhere in the Bylaw, may be consolidated with the Complex Development application, and acted upon by the Planning Board as Special Permit Granting Authority, proceeding as provided at Sections 7.5.2 and 7.6.1.

"6.6.3 Submittal Requirements

"The applicant shall submit the following materials, in report format, to allow the Planning Board to determine potential compliance with the decision criteria of Section 6.6.4 and other provisions of this Bylaw without need for extensive further analysis by the Planning Board. This will entail:

- "(a) Site plans with contents as required for Site Plan Review under Section 7.4, except that only schematic-level detail is required; and schematic building plans.
- "(b) Impact analyses on topics which are germane to the case, including identification of public facility improvements anticipated to be made by others and those being committed by the applicant.
- "(c) Description of the project timing and phasing.

"6.6.4 Decision Criteria

"The following shall be the basis for decisions on special permits for Complex Developments. Special permits for Complex Developments shall be granted by the Special Permit Granting Authority only upon its written determination that the proposed use will be in general harmony with the purpose and intent of the Zoning Bylaw, and will not have adverse effects which over-balance its beneficial effects for either the neighborhood or the Town, in view of the particular characteristics of the site and of the proposal in relation to that site. The determination shall indicate consideration of each of the following

considerations which are applicable, among others. At the time of application, the applicant shall submit complete documentation regarding each of these considerations which are applicable, including description of any discussion efforts made with neighborhood groups or other affected parties.

"6.6.4.1 Circulation

- "(a) Increases in either average daily or peak hour vehicular traffic are adverse effects, even if coupled with capacity increases maintaining the level of service.
- "(b) Causing the diversion of traffic onto residential streets is an adverse effect.
- "(c) To avoid adversity, pedestrian and vehicular movement to, from, and within the site should be safe and convenient, and arranged so as not to disturb abutting properties.

"6.6.4.2 Utilities and other public services

"Any unusual public problem in providing adequate water, sewerage, drainage, public safety, or other public services for a use would be an adverse effect.

"6.6.4.3 Environmental impacts

- "(a) Environmental damage due to wetland loss, habitat disturbance, erosion, or damage to valuable trees or other natural assets are adverse effects.
- "(b) Damage or risk to air, land, or water resources because of planned processes or unplanned contingencies are adverse effects.

"6.6.4.4 Land use compatibility

- "(a) Preempting land having special qualities suiting it for other uses, such as land having rail access being preempted from use by a non-rail using activity, is an adverse effect.
- "(b) Damaging the utility and enjoyment of nearby land uses through off-site impacts is an adverse effect.

"6.6.4.5 Visual compatibility

- "(a) Visibility of parking and service areas from nearby public streets is an adverse effect which can be minimized through site arrangement, use of tree cover, and other means.
- "(b) Increases above the architectural scale of buildings on abutting and nearby premises is an adverse effect, except where the departure would serve some community design purpose.

"6.6.5 Conditions

"The Planning Board shall impose appropriate conditions to its approval as necessary to assure implementation of the intent of these provisions."

17. Amend Section 7.4.2 Definitions, by inserting a new fourth paragraph and a new eighth paragraph to read as follows:

[Fourth paragraph]

"In a Business, Avery Square Business, or Hillside Avenue Business District, a MAJOR PROJECT is any construction project which involves a new building; or an addition which increases gross floor area of an existing building by 1,000 or more square feet; or any project which results in the creation of 10 or more new off-street parking spaces; or any project which results in any new curb- or driveway-cut."

[Eighth paragraph]

"In a Business, Avery Square Business, or Hillside Avenue Business District, a MINOR PROJECT is any project which results in the creation of from 1 to 9 new off-street parking spaces - and the project cannot be defined as a Major Project."

18. Amend Section 7.6.1 Special Permit Granting Authority, to read as follows:

"The Planning Board shall act as a Special Permit Granting Authority only where so designated in Sections 3.4, 4.2.4, 4.2.5, 4.2.6, 4.4.5, 4.4.9, 4.4.10, 5.1.1.6, 6.6 and 7.4 of this By-Law. In all other cases, the Board of Appeals shall act as the Special Permit Granting Authority. Procedures and decision criteria for the Planning Board shall be the same as specified in Section 7.5.2 and Section 7.5.3 (second and fourth paragraphs) for special permits acted on by the Board of Appeals, except where alternative or supplemental criteria are specified, such as at Sections 3.4 and 6.6."

19. Amend Section 7.7.2.2 Authority and Specific Powers, by revising the first sentence of the second paragraph thereof so that it reads as follows:

"The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a Business District, Chestnut Street Business District, Center Business District, Avery Square Business District, Hillside Avenue Business District, Industrial District, Industrial-1 District, Industrial Park District or Institutional District (excluding single and two-family uses), which require a building permit under the Massachusetts State Building Code – but which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review."

or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

ARTICLE 10 AMEND ZONING BY-LAW - MAP CHANGE TO AVERY SQUARE BUSINESS DISTRICT AND HILLSIDE AVENUE BUSINESS DISTRICT

To see if the Town will vote to amend the Needham Zoning Bylaw by amending the Zoning Map as follows:

- (a) Place in the Avery Square Business District all that land now zoned Business or Industrial and lying between Hunnewell Street and Morton Street and Hildreth Place east of the M.B.T.A. right-of-way and west of the present district boundaries east of Highland Avenue, comprising parcels 1, 2, 3, 4, 5 and 6 bounded and described as follows:

Parcel 1 - "Beginning at the point of intersection of the westerly sideline of Highland Avenue and the northerly sideline of Hildreth Place; thence running northerly by the westerly sideline of Highland Avenue to the point of curvature of a curve having a radius of 20 feet and an arc length of 29.27 feet, said curve being a property rounding of the intersection of the westerly sideline of Highland Avenue and the southerly sideline of West Street; thence running northerly, northwesterly and westerly by said curve to the point of tangency of said curve located on the southerly sideline of West Street; thence running westerly by the southerly sideline of West Street to the point of intersection of the southerly sideline of West Street and the easterly right of way line of M.B.T.A. property; thence running

southerly by said easterly right of way line to the intersection of the easterly right of way line of M.B.T.A. property and the northerly sideline of Hildreth Place; thence running easterly by the northerly sideline of Hildreth Place to the point of beginning."

Parcel 2 - "Beginning at the point of intersection of the southerly sideline of Hunnewell Street and the easterly right of way line of M.B.T.A. property; thence running southerly by the easterly right of way line of M.B.T.A. property to the intersection of said right of way line and the extension of the northerly sideline of Avery Square; thence running easterly by the extension of the northerly sideline of Avery Square and the northerly sideline of Avery Square to the point of curvature of a curve having a radius of 30 feet and an arc length of 47.31 feet, said curve being a property rounding of the intersection of the northerly sideline of Avery Square and the westerly sideline of Highland Avenue; thence running easterly, northeasterly and northerly by said curve to the point of tangency of said curve located on the westerly sideline of Highland Avenue; thence running northerly by the westerly sideline of Highland Avenue to the point of curvature of a curve having a radius of 60 feet and an arc length of 22.91 feet, said curve being a property rounding of the intersection of the westerly sideline of Highland Avenue and the southerly sideline of Hunnewell Street; thence running northerly and northwesterly by said curve to the point of tangency of said curve located on the southerly sideline of Hunnewell Street; thence running northwesterly by the southerly sideline of Hunnewell Street to the point of beginning."

Parcel 3 - "Beginning at the point of intersection of the easterly sideline of Highland Avenue and the northerly sideline of Mark Lee Road; thence running easterly by the northerly sideline of Mark Lee Road to the intersection of the northerly sideline of Mark Lee Road and the southerly sideline of Hunnewell Street; thence running by the southerly sideline of Hunnewell Street to the point of curvature of a curve having a radius of 15 feet and an arc length of 36.16 feet, said curve being a property rounding of the intersection of the southerly sideline of Hunnewell Street and the easterly sideline of Highland Avenue; thence running northwesterly, westerly and southerly by said curve to the point of tangency of said curve located on the easterly sideline of Highland Avenue; thence running southerly by the easterly sideline of Highland Avenue to the point of beginning."

Parcel 4 - "Beginning at the point of intersection of the easterly sideline of Highland Avenue and the northerly sideline of West Street; thence running easterly by the northerly sideline of West Street a distance of 179.49 feet to a bound; thence northerly along the property line dividing parcels 57 and 58 a distance of 86.31 feet to a bound, said parcels being the same as shown on Assessors Plan No. 69 in October 1992; thence easterly along the property line dividing said parcels a distance of 7.4 feet to a point, as shown on said plan; thence northerly along the property line dividing parcels 53 and 58 a distance of 28.25 feet to a point, as shown on said plan; thence northwesterly along the property line dividing parcels 52 and 58 a distance of 141.58 feet to a point on the southerly sideline of Mark Lee Road; thence running westerly by the southerly sideline of Mark Lee Road to the point of intersection of the southerly sideline of Mark Lee Road and the easterly sideline of Highland Avenue; thence running southerly by the easterly sideline of Highland Avenue to the point of beginning."

Parcel 5 - "Beginning at the point of intersection of the easterly sideline of Highland Avenue and the southerly sideline of West Street; thence running southerly by the easterly sideline of Highland Avenue to the point of intersection of the easterly sideline of Highland Avenue and the northerly sideline of Mellen Street; thence running easterly by the northerly sideline of Mellen Street a distance of 154.2 feet to the property line dividing parcels 35 and 38, said parcels being the same as shown on Assessor's Plan No. 63 in October 1992; thence running northerly along the property line dividing parcels 35 and 38 for three courses totalling 174.50 feet, as shown on said plan; thence running westerly a distance of 10 feet along the extension of the rear property line of parcel 35 to a point, as shown on said plan; thence running northerly a distance of 164.50 feet to a point on the southerly sideline of West Street; thence running westerly by the southerly sideline of West Street a distance of 181.70 feet to the point of beginning."

Parcel 6 - "Beginning at the point of intersection of the easterly sideline of Highland Avenue and the southerly sideline of Mellen Street; thence running southerly by the easterly sideline of Highland Avenue to the point of curvature of a curve having a radius of 20 feet and an arc length of 31.40 feet

said curve being a property rounding of the intersection of the easterly sideline of Highland Avenue and the northerly sideline of Morton Street; thence running southerly, southeasterly and easterly by said curve to the point of tangency of said curve located on the northerly sideline of Morton Street; thence running easterly by the northerly sideline of Morton Street to a point 150 feet distant from the easterly sideline of Highland Avenue; thence running northerly along a line parallel to and 150 feet distant from the easterly sideline of Highland Avenue to a point on the southerly sideline of Mellen Street; thence running westerly by the southerly sideline of Mellen Street to the point of beginning."

- (b) Place in the Hillside Avenue Business District all that land now zoned Business and lying between Hillside Avenue and the M.B.T.A. right-of-way, between the Industrial district south of West Street and the SRB district north of Hunnewell Street, comprising parcels 1, 2 and 3 bounded and described as follows:

Parcel 1 - "Beginning at the point of intersection of the easterly sideline of Hillside Avenue and the northerly sideline of Hunnewell Street; thence running southeasterly by the northerly sideline of Hunnewell Street to the point of intersection of the northerly sideline of Hunnewell Street and the westerly right of way line of M.B.T.A. property; thence running northerly by the westerly right of way line of M.B.T.A. property a distance of 531.77 feet to the rear property corner of parcel 3 as shown on Assessors Plan No. 99 in October 1992; thence running westerly by the northerly property line of parcels 3, 2 and 1 as shown on said plan a distance of 230.48 feet more or less to a point on the easterly sideline of Hillside Avenue; thence running southerly by the easterly sideline of Hillside Avenue to the point of beginning."

Parcel 2 - "Beginning at the point of intersection of the easterly sideline of Hillside Avenue and the northerly sideline of West Street; thence running easterly by the northerly sideline of West Street to the intersection of the northerly sideline of West Street and the westerly right of way line of M.B.T.A. property; thence running northerly along the westerly right of way line of M.B.T.A. property to the intersection of the southerly sideline of Hunnewell Street and the westerly right of way line of M.B.T.A. property; thence running northwesterly by the southerly sideline of Hunnewell Street to the intersection of the southerly sideline of Hunnewell Street and the easterly sideline of Hillside Avenue; thence running southerly by the easterly sideline of Hillside Avenue to the point of beginning."

Parcel 3 - "Beginning at the point of intersection of the southerly sideline of West Street and the easterly sideline of Hillside Avenue; thence running easterly by the southerly sideline of West Street to the intersection of the southerly sideline of West Street and the westerly right of way line of M.B.T.A. property; thence running southerly along the westerly right of way line of M.B.T.A. property to a point 100 feet distant from and parallel to the southerly sideline of West Street; thence running westerly along a line 100 feet distant from and parallel to the southerly sideline of West Street to the intersection of a line 100 feet distant from and parallel to the southerly sideline of West Street and the rear property line dividing parcels 9 and 12 as shown on Assessors Plan No. 100 in October 1992; thence running northerly and westerly along the property line dividing parcels 9 and 12 to a point on the easterly sideline of Hillside Avenue; thence running northerly by the easterly sideline of Hillside Avenue to the point of beginning."

or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

ARTICLE 11 AMEND ZONING BY-LAW - MAP CHANGE TO GENERAL RESIDENCE DISTRICT

To see if the Town will vote to amend the Needham Zoning Bylaw by amending the Zoning Map as follows:

- (a) Place in the General Residence District all that land now zoned Single Residence B and lying in the area bounded by Highland Avenue, Webster Street, the M.B.T.A. right-of-way, and Gould Street, comprising parcels 1, 2, 3, 4, 5, 6, 12, 14, 15, 16, 17, 18, 21, 22, 23, 24, 25, 28, 29, 30, 31, 33 and 56 on Assessor's Plan No. 77; and (b) Place in the General Residence District all that land now zoned Industrial and lying

between the centerline of Putnam Street and the M.B.T.A. right-of-way in the vicinity of Arbor Street and Cross Street, comprising parcels 20 and 36 on Assessor's Plan No. 77. Said land comprising parcels 1, 2, 3, 4 and 5 bounded and described as follows:

Parcel 1 - "Beginning at the point of intersection of the northerly sideline of Highland Avenue and the easterly sideline of Webster Street; thence running northerly by the easterly sideline of Webster Street to the intersection of the easterly sideline of Webster Street and the southerly sideline of Putnam Street; thence running easterly by the southerly sideline of Putnam Street a distance of 210 feet to the intersection of the southerly sideline of Putnam Street and the property line dividing parcels 11 and 12 as shown on Assessors Plan No. 77 in October 1992; thence running southerly by the property line dividing parcels 11 and 12 as shown on said plan to a point on the northerly sideline of Highland Avenue; thence running westerly by the northerly sideline of Highland Avenue to the point of beginning."

Parcel 2 - "Beginning at the point of intersection of the easterly sideline of Webster Street and the northerly sideline of Putnam Street; thence running northerly by the easterly sideline of Webster Street to the intersection of the easterly sideline of Webster Street and the southerly sideline of Guild Road; thence running easterly by the southerly sideline of Guild Road to the intersection of the southerly sideline of Guild Road and the westerly sideline of Arbor Street; thence running southerly by the westerly sideline of Arbor Street to the intersection of the westerly sideline of Arbor Street and the northerly sideline of Putnam Street; thence running westerly by the northerly sideline of Putnam Street to the point of beginning."

Parcel 3 - "Beginning at a point on the northerly sideline of Guild Road 76.30 feet easterly from the intersection of the easterly sideline of Webster Street and the northerly sideline of Guild Road, said point being the point of intersection of the northerly sideline of Guild Road and the property line dividing parcels 32 and 33 as shown on Assessors Plan No. 77 in October 1992; thence running easterly by the northerly sideline of Guild Road a distance of 100.33 feet to the intersection of the northerly sideline of Guild Road and the property line dividing parcels 33 and 34 as shown on said plan; thence running northerly along the property line dividing parcels 33 and 34 to the intersection of the property line dividing parcels 33 and 34 and the southerly right of way line of M.B.T.A. property; thence running westerly by the southerly right of way line of M.B.T.A. property to the intersection of the southerly right of way line of M.B.T.A. property and the property line dividing parcels 32 and 33 as shown on said plan; thence running southerly along the property line dividing parcels 32 and 33 to the point of beginning."

Parcel 4 - "Beginning at the point of intersection of the easterly sideline of Arbor Street and the southerly sideline of Guild Road; thence running southerly by the easterly sideline of Arbor Street to the intersection of the easterly sideline of Arbor Street and the northerly sideline of Putnam Street; thence running easterly by the northerly sideline of Putnam Street to the intersection of the northerly sideline of Putnam Street and the westerly sideline of Cross Street; thence running northerly by the westerly sideline of Cross Street to the intersection of the westerly sideline of Cross Street and the southerly sideline of Guild Road; thence running westerly by the southerly sideline of Guild Road to the point of beginning."

Parcel 5 - "Beginning at the point of intersection of the westerly sideline of Gould Street and the southerly right of way line of M.B.T.A. property; thence running southerly by the westerly sideline of Gould Street to the intersection of the westerly sideline of Gould Street and the northerly sideline of Highland Avenue; thence running southwesterly by the northerly sideline of Highland Avenue to the intersection of the northerly sideline of Highland Avenue and the easterly sideline of Cross Street; thence running northerly by the easterly sideline of Cross Street to the intersection of the easterly sideline of Cross Street and the southerly sideline of Putnam Street; thence running northeasterly, northerly and southwesterly by the sideline of Putnam Street to the intersection of the northerly sideline of Putnam Street and the easterly sideline of Cross Street; thence running northwesterly by the easterly sideline of Cross Street to the intersection of the easterly sideline of Cross Street and the northerly sideline of Guild Road; thence running southwesterly by the northerly sideline of Guild Road

to the intersection of the northerly sideline of Guild Road and the easterly sideline of Arbor Street; thence running northerly by the easterly sideline of Arbor Street to the intersection of the easterly sideline of Arbor Street and the southerly right of way line of M.B.T.A. property; thence running northeasterly by the southerly right of way line of M.B.T.A. property to the point of beginning."

Said above described parcel is exclusive of any and all rights of way as are now or may be enforceable.

or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: No Recommendation

ARTICLE 12: LEASE OF THE HIGH ROCK SCHOOL

To see if the Town will vote to authorize the Board of Selectmen on behalf of the Town to enter into a lease of the High Rock School to an entity or entities for a period not to exceed ten years, upon such other terms and conditions as are approved by the School Committee, in accordance with Massachusetts General Laws, Chapter 40, Section 3; or take any other action relative thereto.

INSERTED BY: School Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 13: AUTHORIZATION TO EXPEND FUNDS (NEWMAN SCHOOL REMODELING, RECONSTRUCTION AND EXTRAORDINARY REPAIRS)

To see if the Town will vote to raise and appropriate the sum of \$384,000. for the remodeling, reconstructing or making extraordinary repairs to the Newman School; said sum to be raised by borrowing and/or from the current tax levy; to be spent under the direction of the School Committee; or take any other action relative thereto.

INSERTED BY: School Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 14: AUTHORIZATION TO BORROW (GLOVER MEMORIAL HOSPITAL EQUIPMENT)

To see if the Town will vote to raise and appropriate the sum of \$420,000. for the purchase of equipment at the Glover Memorial Hospital; said sum to be raised by borrowing; to be spent under the direction of the Trustees of Glover Memorial Hospital; or take any other action relative thereto.

INSERTED BY: Trustees of Glover Memorial Hospital
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 15: AUTHORIZATION TO BORROW (GLOVER MEMORIAL HOSPITAL REMODELING, RECONSTRUCTION AND EXTRAORDINARY REPAIRS)

To see if the Town will vote to raise and appropriate the sum of \$315,000. for the remodeling, reconstructing or making extraordinary repairs to the Glover Memorial Hospital; said sum to be raised by borrowing; to be spent under the direction of the Trustees of the Glover Memorial Hospital; or to take any other action relative thereto.

INSERTED BY: Trustees of Glover Memorial Hospital
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 27th day of October, 1992.

Sally B. Davis
Marcia M. Carleton
John D. Marr, Jr.
David F. Eldridge, Jr.
H. Phillip Garrity, Jr.

Selectmen of Needham

A TRUE COPY

Attest:

Constable
Walter A. Wright, Jr.

PLANNING BOARD SUMMARY

In accordance with Article 84 of the Annual Town Meeting of 1963, the Planning Board submits the following report regarding its zoning amendment articles inserted in the 1992 Special Town Meeting Warrant. It should be noted that in accordance with its usual custom, the Board will also make a more complete report available to all Members who attend Town Meeting in November.

RE: Article 9: Establishment of New Avery Square Business District and Hillside Avenue Business District

Article 9 establishes two new business districts entitled "Avery Square Business" and "Hillside Avenue Business" (The actual boundaries of the two new districts are described in Article 10.) Proposed regulations include a list of uses which are permitted by right or by special permit, or that are not permitted in the Business, Chestnut Street Business, Central Business, Avery Square Business and Hillside Avenue Business districts; a maximum floor area ratio of 0.35 for eating and drinking establishments, any use providing service to patrons while in autos, or any use having gas pumps in the Avery Square Business and Hillside Avenue Business districts; a maximum floor area ratio of 0.70 for all other uses in the Avery Square Business and Hillside Avenue Business districts; a minimum lot size of 10,000 square feet; a minimum lot frontage of 80 feet; a maximum building height of 2 1/2 stories and 35 feet in the Avery Square Business and Hillside Avenue Business districts; a minimum front setback in the Avery Square Business District of 10 feet, or a setback consistent with the setbacks of principal buildings existing on the premises as of the date of this provision, or the average of the two adjacent buildings, whichever is less restrictive; a maximum front setback of 15 feet for principal buildings on Highland Avenue in the Avery Square Business District; a minimum front setback in the Hillside Avenue Business District of 20 feet which setback shall be kept open and landscaped except for walks and driveways; and a 50-foot rear or side setback, 10 feet of which must be landscaped, when located adjacent to a residentially zoned district in the Avery Square Business and Hillside Avenue Business districts.

Refinements in the parking regulations are also provided. Proposed regulations include provisions applicable to the Avery Square Business district authorizing crediting of on-street parking spaces toward meeting required parking requirements if such spaces are located between the premises side lot lines on the same side of the street; provisions applicable to the Avery Square Business and Hillside Avenue Business districts authorizing shared parking for uses having peak demands at different times; provisions applicable to the Avery Square Business District authorizing shared parking and off-site parking if located

within 500 feet of the parcel (800 feet for employees); provisions requiring the separation of underground parking from the street line by building space occupied by the principal use; and provisions regulating the number, location and width of driveways in the Avery Square Business and Hillside Avenue Business districts.

Within the Avery Square Business and Hillside Avenue Business districts, large-scale complex developments would require a special permit for use. Large-scale complex development is defined as the creation of 10,000 or more gross square feet of floor area for retail use or the creation of 20,000 or more gross square feet of floor area for office use. The special permit process proposed allows for the use of a conditional approval by the Planning Board as a means of assuring compatibility, and allows the Town to refuse proposals which are clearly outside the stated zoning objectives.

Other features of the new Avery Square Business and Hillside Avenue Business districts are provisions regulating the location of building entrances, with the Planning Board authorized to grant special permits in certain cases; provisions applicable in the Business, Avery Square Business and Hillside Avenue Business districts authorizing the Planning Board to conduct Site Plan Review and to grant special permits for all construction projects involving a new building, building additions of 1,000 square feet or more, for projects that create 10 or more parking spaces and for projects that require a new curb-cut or driveway; provisions applicable in the Business, Avery Square Business and Hillside Avenue Business districts authorizing the Planning Board to conduct Minor Project Site Plan Review for any project which results in the creation of one to nine new off-street parking spaces provided the project cannot be defined as a Major Project; and provisions applicable in the Business, Avery Square Business and Hillside Avenue Business districts authorizing the Design Review Board to review all projects which require a building permit and which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review.

RE: Article 10: Map Change to Avery Square Business District and Hillside Avenue Business District

This article describes the geographical boundaries of the new Avery Square Business and Hillside Avenue Business districts. The Avery Square Business District includes all land now zoned Business or Industrial and lying between Hunnewell Street and Morton Street and Hildreth Place east of the MBTA right-of-way and west of the present district boundaries east of Highland Avenue. The Hillside Avenue Business District includes all land now zoned Business and lying between Hillside Avenue and the MBTA right-of-way and between the Industrial district south of West Street and the SRB district north of Hunnewell Street.

RE: Article 11: Map Change to General Residence District

This article describes the geographical boundaries of the area proposed to be placed in the General Residence District. The expanded General Residence District would include all land now zoned Single Residence B and lying in the area between Highland Avenue, Webster Street, the MBTA right-of-way, and Gould Street as well as all land now zoned Industrial and lying between Putnam Street and the MBTA right-of-way in the vicinity of Arbor Street and Cross Street.

Town Clerk's Office
Needham, Mass. 02192

ATTN: SPECIAL TOWN MEETING WARRANT



TOWN OF NEEDHAM
MASSACHUSETTS

1993 ANNUAL
TOWN MEETING WARRANT
RECOMMENDATIONS
of
THE FINANCE COMMITTEE

BOARD OF SELECTMEN'S
FY 94-98 CAPITAL IMPROVEMENT PLAN SUMMARY

* * * *

ANNUAL REPORTS OF:
FINANCE COMMITTEE
PUBLIC WORKS DEPARTMENT
PLANNING BOARD

* * * *

ELECTION....Monday, April 12, 1993
Business Meeting at 7:30 P.M. on Monday, May 3, 1993
at the High School

CONTENTS

<u>PART</u>	<u>PAGE</u>
I The 82nd Annual Report of the Finance Committee	1
II Warrant Article Index	3
III Preliminary Revenue Forecast - FY 94	6
IV Summary: FY 94 Operating Budget	7
V Operating Budget Recommendations	8
Townwide Expenses	8
General Government	8
Finance	9
Education	10
Public Safety	10
Public Facilities	11
Human Services	11
Development	12
Cultural and Leisure Services	13
VI Debt Retirement Schedules	14
VII New FY94 Capital Projects	15
VIII Transfers From Finance Committee Reserve Fund to Appropriation Accounts .	16
IX 1993 Annual Town Meeting Warrant	17
X 1993 Reports of Departments	
Proposed FY 94-98 Capital Improvement Plan - Executive Summary .	38
Planning Board Summary	41
Report of the Public Works Department	42
XI Appendix	
A. General Government Salary and Staffing Schedule	44
B. Needham Public School Staffing Schedule	50

THE 82nd ANNUAL REPORT OF THE FINANCE COMMITTEE

Fellow Citizens of Needham:

The Finance Committee is reporting on both the FY94 Operating Budget and the Five Year Capital Improvement Plan. We reviewed these two budgets together in order to assess the Town's overall financial condition and its future ability to meet increasing levels of debt for projects both committed and anticipated. The Finance Committee held lengthy deliberations with Town department heads to determine their current operational requirements. While the Finance Committee believes the FY94 budget will provide for continuation of all essential Town services, we have very serious concerns about our future capital requirements.

Our objective was to strike a balance across all departments. We attempted to be as equitable as possible given the limited amount of available resources. We requested that departments level fund their budgets with the prior year and we received a high level of cooperation from all departments.

OPERATING BUDGET

Total expenses for FY94, including debt service for new capital items, are budgeted at \$51,013,784 which is an increase of \$2,667,102, or 5.5%. The primary components of the increase are increases in the Town-wide budget of \$1,100,000, increases in the School Department budget of \$977,000 and increases in the Public Works Department budget of \$175,000.

The Town has very little discretionary control over Town-wide expenses. Town-wide expenses are increasing in FY94 primarily due to MWRA sewer increases. These increased expenses are covered by corresponding increases in charges in the sewer fees and are expected to continue to rise. The School Department's increase is for negotiated salary increases, and an increase in the number of teachers and additional expenses associated with the opening of the Newman School. The Public Works operating expenses have increased primarily due to negotiated salary increases as well as outlays for capital equipment. The other departments were able to either level fund with the prior year or to continue to provide their services with relatively modest increases.

Even with a budget of \$51,013,784, the Town's revenue sources precluded funding all of the departments' operating and capital requests. However, we believe that all of the essential services have been provided for and that no single department will have to cut the level of services that it has been providing to the Town during the last two years.

CAPITAL

This is our second full year of operating under the Town's recent capital bylaw. The Finance Committee received a Capital Improvement Plan from the Town Administrator and the Board of Selectmen, which incorporated all of the upcoming capital projects which have been submitted to them in accordance with the bylaw. The recommended projects were separated into several categories and a financing method was recommended. The Town has typically funded projects in three ways: 1) the individual department would pay for the purchase out of its operating budget; 2) the cost of certain capital purchases would be financed for a period of years through the issuance of long term debt; and 3) substantial projects have been submitted for a Proposition 2 1/2 override vote by the Town.

The Finance Committee appointed two of our members to act as liaisons between our Committee and the Town Administrator's Office during the capital process. We did not prepare the Capital Improvement Plan but participated in hearing the detailed capital requests from the department heads. We believe that this procedure greatly improved our understanding of each capital request and aided us in analyzing the impact of the entire budget.

The School Department's capital request for FY94 related to a new computer system but did not include any other capital items due to other workload restraints. The Finance Committee expressed its serious concerns that the department with the most significant capital requirements would not be part of the five year capital plan. After several meetings with the School Department we learned that their capital requests over the next several years will be in the range of \$14 to \$16 million based on currently available information. The Finance Committee firmly believes that there should be a comprehensive plan in place now for the timing and funding of these requests. The School Department has committed to have such a plan drafted in time for Town Meeting.

The Finance Committee has recommended that several capital projects be approved and financed through borrowing. We have also recommended that several capital projects be approved and financed through an increase in fees. These projects will be discussed in detail at Town Meeting. The Finance Committee did not recommend certain projects that were in the Capital Improvement Plan which in our opinion should be paid for as part of a department's operating budget. We believe that expenditures that are operational in nature, are recurring, do not have long lives, and/or do not meet the criteria set in the

Capital Improvement Plan should be absorbed within a department's operating budget. Accordingly, the Finance Committee did not recommend approval of a command vehicle for the Fire Department or an air conditioning unit for Public Works. The Finance Committee is concerned that removing these types of expenditures from the operating budget and including them in the capital budget sets a negative financial precedent.

The Finance Committee continues to be concerned about the Town's overall level of debt. With the addition of the recommended FY94 capital projects, the Town's total debt service and the total outstanding debt will continue to increase. We are facing a substantial number of projects throughout the 1990's, which, if financed through borrowing, will increase the Town's outstanding debt to a level that may not be acceptable. These projects include borrowing \$5,900,000 for the landfill closure, which is recommended by the Board of Selectmen to be financed either through a Proposition 2 1/2 override vote later in FY94, or through additional landfill fees.

STABILIZATION FUND

Last year the Town was in the fortunate position of being able to set up a Stabilization Fund of approximately \$400,000. At the Special Town Meeting in the Fall, we were able to increase the balance in the fund to \$500,000. The Finance Committee believes that maintaining a Stabilization Fund is absolutely essential to the Town's financial strength. The Stabilization Fund was of critical importance when the Town recently went to the financial markets for a new debt offering. The debt was easier to obtain, the bond rating agency looked upon the Town much more favorably and this saved the Town money in interest costs. The Fund is also available to meet future capital requirements which we will soon be facing. The Finance Committee is recommending that the Stabilization Fund be increased approximately to \$550,000. We believe that this demonstrates that the Town is committed to improving its financial condition and also demonstrates that the Town is planning for future capital projects. Given the future requirements related to the landfill closure and the school buildings, the importance of the Stabilization Fund should not be underestimated. We strongly urge Town Meeting to approve this recommended increase to the Stabilization Fund.

CONCLUSION

The Town continues to face major capital projects during the balance of the 1990's. The landfill closure is estimated at a minimum cost of \$6 million and the Schools anticipate approximately \$15 million to repair and renovate their buildings and handle increasing student enrollment. These projects are in addition to such recurring projects as water and sewer system upgrades, transfer station projects and major equipment purchases. Because of these anticipated projects, it is imperative that we maintain a comprehensive capital plan and a continual capital planning process. We need this planning so that these project may be funded without disruption the other services that are important to the town and without increasing out taxes and fees to the point of not being affordable. As a result of the burden that will be placed on the Town from these major projects, it is important that fiscal constraint be exercised when preparing future operating budgets. Each department and board must be diligent in its financial planning and in providing its services as efficiently as possible.

The Finance Committee appreciates the cooperation and input from the Board of Selectmen as well as from the other Town boards and departments. With their continued help, we can plan for the future and maintain the quality of services that we have all come to appreciate.

Cynthia J. Chaston, Chairman
Michael K. Fee, Vice Chairman
Ted Owens
Matthew Appelstein
Robert D. Friedman

William J. Miles
Paul O'Connor
John N. Simpson
Joseph V. Vicidomino
Gerard G. Sullivan, Executive Secretary

WARRANT ARTICLE INDEX

<u>Article</u>	<u>Page</u>	<u>Descriptive Title</u>	<u>Inserted By</u>
1.	17	Annual Town Election	Town Clerk
2.	18	Committee Officer Reports	Board of Selectmen
3.	18	Authorization to Expend State Funds	Board of Selectmen

ZONING ARTICLES

4.	18	Amend Zoning By-Law - Parking Waiver Special Permit/ Major Project Special Permit	Planning Board
5.	19	Amend Zoning By-Law - Establishment of Neighborhood Business District	Planning Board
6.	23	Amend Zoning By-Law - Map Change to Neighborhood Business District	Planning Board
7.	25	Amend Zoning By-Law - Map Change to General Residence District	Planning Board
8.	26	Amend Zoning By-Law	Citizens' Petition

PERSONNEL RELATED ARTICLES

9.	27	Establish Elected Officials' Salaries	Personnel Board
10.	27	Amend Classification and Standard Rates of Compensation	Personnel Board
11.	27	Amend Consolidated Personnel By-Law	Personnel Board
12.	28	Fund Collective Bargaining Agreement - Independent Town Workers Association	Board of Selectmen

FINANCE/BUDGET ARTICLES

13.	28	Appropriate the FY 94 Operating Budget	Finance Committee
14.	28	Appropriate for Mosquito Control	Board of Health/ Mosquito Advisory Committee
15.	28	Appropriate for Design Review Criteria Study	Planning Board & Board of Selectmen
16.	28	Establish Revolving Fund - Local Transportation (MGL Chapter 44, Section 53E 1/2)	Board of Selectmen
17.	29	Accept MGL Chapter 73, Section 4 of the Acts of 1986 (Increase Property Tax Exemption)	Board of Selectmen
18.	29	Transfer of Undesignated Fund Balance (Free Cash)	Finance Committee

<u>Article</u>	<u>Page</u>	<u>Descriptive Title</u>	<u>Inserted By</u>
CAPITAL IMPROVEMENT BUDGET ARTICLES			
19.	30	Appropriate For Townwide Data Processing System	Board of Selectmen
20.	30	Appropriate For Public Safety Dispatch/Record Keeping System	Board of Selectmen
21.	30	Appropriate For Student Records Data Processing System	Board of Selectmen
22.	30	Appropriate For Sewer System Rehabilitation	Board of Selectmen
23.	30	Appropriate For Solid Waste Transfer Trailers	Board of Selectmen
24.	31	Appropriate For Sewer Pump Station Auxiliary Power	Board of Selectmen
25.	31	Appropriate For Water System Rehabilitation	Board of Selectmen
26.	31	Appropriate For Storm Drain Improvements	Board of Selectmen
27.	31	Appropriate For Recycling Expansion	Board of Selectmen
28.	31	Appropriate For Fire Department Brush Truck	Board of Selectmen
29.	31	Appropriate For Fire Department Command Vehicle	Board of Selectmen
30.	32	Appropriate For DPW Air Conditioning Unit Replacement	Board of Selectmen
31.	32	Appropriate For Traffic Signal Replacement	Board of Selectmen
32.	32	Appropriate For Sidewalk Repairs	Board of Selectmen

GLOVER MEMORIAL HOSPITAL ARTICLES

33.	32	Appropriate For Hospital Equipment	Glover Memorial Hospital Trustees
34.	32	Appropriate For Hospital Renovations	Glover Memorial Hospital Trustees
35.	32	Amend General By-Laws - Section 5.1 and 5.4	Glover Memorial Hospital Trustees
36.	33	Authorize Petition to General Court- Enterprise Fund of The Glover Memorial Hospital	Glover Memorial Hospital Trustees

AMEND GENERAL BY-LAWS

37.	34	Amend General By-Laws - Section 2.7.2, 1.8.1, 1.8.2 (Building Committees)	Board of Selectmen
38.	35	Amend General By-Laws - Section 10.2.2 (Board of Health Regulations) (Snow and Ice on Sidewalks)	Board of Health & Board of Selectmen

<u>Article</u>	<u>Page</u>	<u>Descriptive Title</u>	<u>Inserted By</u>
TOWN MEETING COMMITTEES			
39.	35	Continue Buildings and Grounds Study Committee	Buildings and Grounds Study Committee
40.	35	Continue Solid Waste Disposal/Recycling Advisory Committee	Solid Waste Disposal/ Recycling Advisory Committee
41.	36	Continue Parking Facilities Study Committee	Parking Facilities Study Committee
42.	36	Continue School Safety Study Committee	School Safety Study Committee
43.	36	Continue School Department Facilities Building Committee	School Department Facilities Building Committee
44.	36	Continue Environmental Zoning Committee	Board of Selectmen
45.	37	Continue Future School Needs Committee	Future School Needs Committee
46.	37	Omnibus Article	Board of Selectmen

REVENUE SUMMARY: FY 92 - 94

	ACTUAL RECEIPTS <u>FY 92</u>	ESTIMATED RECEIPTS <u>FY 93</u>	PROJECTED RECEIPTS <u>FY 94</u>
RECEIPTS:			
Motor Vehicle Excise	2,175,000	1,800,000	1,900,000
Sewer Charges	3,278,000	3,847,000	4,783,000
Water Charges	1,364,000	1,255,000	1,367,000
Trash Disposal Charges	444,000	400,000	432,000
Recreation	214,000	216,000	223,000
Licenses & Permits	514,000	400,000	450,000
Special Assessments	30,000	30,000	30,000
Fines & Forfeits	185,000	180,000	180,000
Investment Income	535,000	525,000	498,000
Hotel Tax	176,000	150,000	150,000
Hospital "Overhead" Payments	1,961,000	1,800,000	1,651,000
Other Receipts	684,000	714,000	654,000
MBTA Commuter Parking	0	85,000	85,000
SUB-TOTAL	11,561,000	11,403,000	12,403,000
REVENUE:			
Real & Personal Property Tax Levy	34,308,000	35,212,000	36,189,000
Cherry Sheet Receipts	2,586,000	2,983,000	2,983,000
SUB-TOTAL	36,894,000	38,195,000	39,172,000
RESERVES:			
Undesignated Fund Balance (Free Cash)	1,099,000	747,000	1,435,000
Reserved for Appropriation	70,000	55,000	55,000
Overlay Surplus	95,000	0	0
Sale of Assets	0	5,000	0
Stabilization Fund Appropriated	0	560,000	363,000
Other	0	0	30,000
SUB-TOTAL	1,264,000	1,367,000	1,883,000
TOTAL REVENUE	49,719,000	50,965,000	53,458,000
LESS:			
Overlay (reserve for abatements)	-540,000	-450,000	-700,000
Cherry Sheet Offsets	-369,000	-750,000	-750,000
Cherry Sheet Assessments	-910,000	-947,000	-994,000
AVAILABLE FOR APPROPRIATION:	47,900,000	48,818,000	51,014,000

SUMMARY: FY 92 - FY 94 OPERATING BUDGET

	<u>EXPENDED</u> <u>FY 92</u>	<u>APPROPRIATED</u> <u>FY 93</u>	<u>RECOMMENDED</u> <u>FY94</u>
TOWNWIDE EXPENSES (28.3%)	11,683,329	13,339,614	14,409,497
<u>DEPARTMENT BUDGETS:</u>			
Board Of Selectmen	438,433	470,247	480,511
Town Clerk		160,556	144,226
Legal	175,000	133,250	169,070
Personnel Board	268	1,046	1,046
Assessors	194,773	227,119	216,032
Finance	999,206	1,023,766	1,008,985
Finance Committee	13,672	411,684	570,000
Contributory Retirement	41,317	44,400	46,207
Education	19,178,000	19,718,028	20,695,000
Police	2,599,921	2,682,406	2,754,612
Fire	3,341,871	3,338,750	3,355,208
Civil Defense	17,406	18,000	18,000
Building	135,335	145,648	146,878
Sealer of Weights & Measures	8,945	9,336	9,336
Department of Public Works	4,789,603	4,951,796	5,127,269
Board of Health	274,228	287,007	296,434
Veterans Services	100,215	88,678	87,575
Youth Commission	75,935	81,660	101,942
Council On Aging	116,235	125,236	142,251
Commission on Disabilities	317	513	513
Planning Board	68,139	74,867	89,867
Conservation Commission	9,540	10,763	10,763
Board of Appeals	7,826	8,200	8,350
Historical Commission	489	513	513
Library	640,479	701,392	718,092
Park & Recreation	304,446	291,592	299,992
Memorial Park	579	615	615
DEPARTMENT BUDGETS (71.7%)	34,028,776	35,007,068	36,499,287
Special Articles	0	471,000	105,000
TOTAL OPERATING BUDGET:	45,712,105	48,817,682	51,013,784

**OPERATING BUDGET RECOMMENDATIONS
FOR FISCAL YEAR ENDING JUNE 30, 1994**

Submitted by the Finance Committee

GENERAL NOTE: Fiscal year 1992 Expended column and fiscal year 1993 Appropriated column have been restated to reflect the consolidated expense request grouping for fiscal year 1994.

	EXPENDED FY 92	APPRO- PRIATED FY 93	REQUESTED FY 94	AMENDMENT
<u>TOWNWIDE EXPENSES</u>				
(28.31 % of Budget Total)				
010 Street lighting	364,876	378,000	390,000	_____
011 Garbage collection	94,920	96,000	98,000	_____
012 Insurance, general	473,703	547,470	562,170	_____
013 Health insurance	3,153,658	3,980,000	3,980,000	_____
014 Worker's compensation	470,000	487,600	450,000	_____
015 Prop. self insurance	12,000	12,000	12,000	_____
016 Unif. serv. self insurance	71,100	92,900	85,000	_____
017 Unemployment compensation	31,883	30,000	30,000	_____
018 Maturing bonds	736,333	829,944	867,802	_____
019 Bond interest	265,742	186,647	375,113	_____
020 Contributory retirement	2,851,103	2,892,323	2,892,324	_____
021 Chapter 32 retirement	195,500	210,000	210,000	_____
022 MWRA sewer assessment	2,394,718	2,930,600	3,780,500	_____
023 MWRA water assessment	131,168	93,806	110,000	_____
024 Minuteman Voc. assessment	436,625	481,588	481,588	_____
025 Commuter Parking	0	85,000	85,000	_____
TOTAL: TOWNWIDE EXP.	11,683,329	13,339,614	14,409,497	_____

GENERAL GOVERNMENT
(1.56 % of Budget Total)

BOARD OF SELECTMEN:

101 Salaries	271,590	290,189	300,553	_____
102 Purchase of service	117,290	153,708	153,708	_____
103 Expenses	45,553	21,350	21,250	_____
104 Capital outlay	4,000	5,000	5,000	_____
TOTAL	438,433	470,247	480,511	_____

TOWN CLERK/BOARD OF REGISTRARS

105 Salaries	70,756	117,025	117,746	_____
106 Purchase of service	0	22,816	16,515	_____
107 Expenses	3,576	3,465	3,465	_____
108 Capital outlay		0	0	_____
109 Tellers & Canvassers		14,650	5,500	_____
110 Special Details		2,600	1,000	_____
TOTAL	74,332	160,556	144,226	_____

1993 ANNUAL TOWN MEETING WARRANT

TOWN OF NEEDHAM, MASSACHUSETTS

		EXPENDED FY 92	APPRO- PRIATED FY 93	REQUESTED FY 94	AMENDMENT
<u>GENERAL GOVERNMENT (Continued)</u>					
LEGAL:					
111	Salaries	43,206	44,070	44,070	_____
112	Special fees	126,794	88,000	120,000	_____
113	Expenses	5,000	1,180	5,000	_____
	TOTAL	175,000	133,250	169,070	_____
PERSONNEL BOARD:					
114	Salaries	268	1,046	1,046	_____
	TOTAL	268	1,046	1,046	_____
TOTAL: GENERAL GOVERNMENT		760,488	765,099	794,853	
<u>FINANCE</u>					
(3.53 % of Budget Total)					
ASSESSORS:					
201	Salaries	157,475	181,199	179,532	_____
202	Purchase of service	29,549	35,925	25,000	_____
203	Expenses	7,479	9,995	11,500	_____
204	Capital outlay	0	0		_____
	TOTAL	194,503	227,119	216,032	_____
FINANCE DEPARTMENT:					
205	Salaries	500,264	510,691	532,675	_____
206	Purchase of service	431,476	444,132	398,200	_____
207	Expenses	66,616	68,093	77,260	_____
208	Capital outlay	850	850	850	_____
	TOTAL	999,206	1,023,766	1,008,985	_____
FINANCE COMMITTEE:					
209	Salaries	11,912	12,150	12,150	_____
210	Expenses	1,760	500	350	_____
211	Reserve fund	0	399,034	557,500	_____
	TOTAL	13,672	411,684	570,000	_____
CONTRIBUTORY RETIREMENT:					
212	Salaries	39,942	40,945	41,607	_____
213	Purchase of service	1,000	1,280	1,200	_____
214	Expenses	2,375	2,175	3,400	_____
	TOTAL	43,317	44,400	46,207	_____
TOTAL: FINANCE		1,250,698	1,706,969	1,841,224	_____

	EXPENDED FY 92	APPRO- PRIATED FY 93	REQUESTED FY 94	AMENDMENT
<u>EDUCATION</u>				
(40.65 % of Budget Total)				
EDUCATION:				
301 Salaries	15,689,198	16,322,750	16,849,027	
302 Administration	75,315	82,580	91,500	
303 Instruction	663,812	769,961	816,523	
304 Other school services	98,867	95,867	98,261	
305 Transportation	529,262	491,507	488,047	
306 Operation/maintenance	1,037,000	930,800	1,140,245	
307 Community service	66,626	66,626	66,626	
308 Fixed assets	0	0	0	
309 Tuitions	1,017,920	957,637	1,094,471	
310 Capital outlay	0	0	50,000	
311 Cafeteria assistance	0	0	300	
TOTAL: EDUCATION	19,178,000	19,718,028	20,695,000	
<u>PUBLIC SAFETY</u>				
(12.36 % of Budget Total)				
POLICE:				
401 Salaries-regular	1,969,990	2,054,168	2,113,045	
402 Salaries-overtime	332,528	321,121	344,287	
403 Purchase of service	74,157	70,708	78,589	
404 Expenses	159,842	148,909	132,891	
405 Capital outlay	63,384	87,500	85,800	
TOTAL	2,599,921	2,682,406	2,754,612	
FIRE:				
406 Salaries-regular	2,502,380	2,505,520	2,517,228	
407 Salaries-overtime	462,483	445,000	445,000	
408 Purchase of service	90,970	98,475	102,225	
409 Expenses	132,204	152,255	152,255	
410 Capital outlay	18,000	0	0	
411 Education/Career incentive	31,406	35,500	33,500	
412 In-service training	96,697	97,000	97,000	
413 Salaries o/t alarm div.	7,730	10,000	8,000	
TOTAL	3,341,871	3,338,750	3,355,208	
CIVIL DEFENSE:				
414 Salaries	3,000	3,000	3,000	
415 Expenses	14,406	15,000	15,000	
416 Capital outlay	0	0	0	
TOTAL	17,406	18,000	18,000	

1993 ANNUAL TOWN MEETING WARRANT

TOWN OF NEEDHAM, MASSACHUSETTS

	EXPENDED FY 92	APPRO- PRIATED FY 93	REQUESTED FY 94	AMENDMENT
<u>PUBLIC SAFETY (Continued)</u>				
BUILDING:				
417 Salaries	131,135	139,443	141,673	_____
418 Purchase of service	822	880	880	_____
419 Expenses	3,378	3,325	4,325	_____
420 Capital outlay	0	2,000	0	_____
TOTAL	135,335	145,648	146,878	_____
WEIGHTS & MEASURES:				
421 Salaries	7,288	7,434	7,434	_____
422 Expenses	1,323	1,522	1,522	_____
423 Purchase of Service	334	380	380	_____
TOTAL	8,945	9,336	9,336	_____
TOTAL: PUBLIC SAFETY	6,103,478	6,194,140	6,284,034	_____

PUBLIC FACILITIES
(10.16 % of Budget Total)

PUBLIC WORKS:				
501 Salaries	2,490,611	2,540,180	2,596,029	_____
502 Purchase of service	1,447,526	1,433,250	1,633,711	_____
503 Expenses	477,221	469,180	442,155	_____
504 Capital outlay	273,189	359,186	305,374	_____
505 Snow & emergency salary	38,720	60,000	60,000	_____
506 Snow & emergency expenses	71,336	90,000	90,000	_____
TOTAL	4,798,603	4,951,796	5,127,269	_____
TOTAL: PUBLIC FACILITIES	4,798,603	4,951,796	5,127,269	_____

HUMAN SERVICES
(1.24 % of Budget Total)

BOARD OF HEALTH:				
601 Salaries	170,464	195,616	196,443	_____
602 Purchase of service	79,139	81,641	89,441	_____
603 Expenses	24,625	9,750	10,550	_____
604 Capital outlay	0	0	0	_____
TOTAL	274,228	287,007	296,434	_____

TOWN OF NEEDHAM, MASSACHUSETTS

1993 ANNUAL TOWN MEETING WARRANT

	EXPENDED FY 92	APPRO- PRIATED FY 93	REQUESTED FY 94	AMENDMENT
<u>HUMAN SERVICES (Continued)</u>				
VETERANS' SERVICES:				
605 Salaries	39,640	41,193	40,600	
606 Expenses	3,199	3,200	3,300	
607 Benefits	54,700	41,610	41,000	
608 Expenses-parking clerk	2,675	2,675	2,675	
TOTAL	100,215	88,678	87,575	
YOUTH COMMISSION:				
609 Salaries	73,666	77,890	97,447	
610 Expenses	2,269	3,770	4,495	
611 Capital outlay	0	0	0	
TOTAL	75,935	81,660	101,942	
COUNCIL ON AGING:				
612 Salaries	112,115	119,866	136,881	
613 Purchase of service	1,008	950	950	
614 Expenses	3,112	3,170	3,170	
615 Capital outlay	0	1,250	1,250	
TOTAL	116,235	125,236	142,251	
COMMISSION ON DISABILITIES:				
616 Expenses	317	513	513	
TOTAL	317	513	513	
TOTAL: HUMAN SERVICES	566,930	583,094	628,715	
<u>DEVELOPMENT</u>				
(0.19% of Budget Total)				
PLANNING BOARD:				
701 Salaries	64,844	69,720	69,960	
702 Purchase of service	1,404	3,200	17,960	
703 Expenses	1,891	1,947	1,947	
704 Capital outlay	0	0	0	
TOTAL	68,139	74,867	89,867	
CONSERVATION COMMISSION:				
705 Salaries	2,957	6,184	6,184	
706 Purchase of service	1,148	3,429	3,429	
707 Expenses	5,072	1,150	1,150	
708 Capital outlay	363	0	0	
TOTAL	9,540	10,763	10,763	

1993 ANNUAL TOWN MEETING WARRANT

TOWN OF NEEDHAM, MASSACHUSETTS

	EXPENDED FY 92	APPRO- PRIATED FY 93	REQUESTED FY 94	AMENDMENT
BOARD OF APPEALS:				
709 Salaries	4,895	5,100	5,100	
710 Expenses	2,931	3,100	3,250	
711 Capital outlay	0	0	0	
TOTAL	7,826	8,200	8,350	
HISTORICAL COMMISSION:				
712 Expenses	489	513	513	
TOTAL	489	513	513	
TOTAL: DEVELOPMENT	85,994	94,343	109,493	
<u>CULTURAL AND LEISURE SERVICES</u> (2.0% of Budget)				
LIBRARY:				
801 Salaries	477,753	524,992	524,992	
802 Purchase of service	69,575	69,725	71,500	
803 Books & Periodicals	76,623	90,025	91,700	
804 Expenses	16,528	16,650	16,650	
805 Capital outlay	0	0	13,250	
TOTAL	640,479	701,392	718,092	
PARK & RECREATION				
807 Salaries	227,041	242,687	246,667	
808 Purchase of service	25,173	23,416	21,347	
809 Expenses	27,234	25,489	26,778	
810 Capital outlay	10,500	0	5,200	
TOTAL	289,948	291,592	299,992	
MEMORIAL PARK:				
811 Expenses	579	615	615	
812 Capital outlay	0	0	0	
TOTAL	579	615	615	
TOTAL: LEISURE & CULTURAL SERVICES	931,006	993,599	1,018,699	
GRAND TOTAL:				
DEPARTMENT BUDGETS	45,358,526	47,346,682	50,908,784	

DEBT RETIREMENT SCHEDULE
(within levy limit)

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Debt Payment</u>	<u>Debt End of Year</u>
1992	\$736,333	\$207,895	\$944,228	\$4,224,280
1993	\$829,944	\$186,647	\$1,016,591	\$3,487,947
1994	\$791,560	\$262,866	\$1,054,426	\$4,974,003
1995	\$688,060	\$196,660	\$884,720	\$4,182,443
1996	\$683,059	\$161,867	\$844,926	\$3,494,383
1997	\$696,200	\$129,092	\$825,292	\$2,811,324
1998	\$555,595	\$95,969	\$651,564	\$2,115,124
1999	\$567,093	\$68,347	\$635,440	\$1,559,529
2000	\$299,762	\$40,934	\$340,696	\$992,436
2001	\$253,762	\$27,943	\$281,705	\$692,674
2002	\$242,762	\$15,568	\$258,330	\$438,912
2003	\$143,650	\$5,835	\$149,485	\$196,150
2004	\$26,250	\$1,936	\$28,186	\$52,500
2005	\$26,250	\$656	\$26,906	\$26,250

DEBT RETIREMENT SCHEDULE
(outside levy limit)

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Debt Payment</u>	<u>Debt End of Year</u>
1992	\$1,588,667	\$702,297	\$2,290,964	\$10,739,832
1993	\$1,545,056	\$601,363	\$2,146,419	\$9,151,165
1994	\$2,083,440	\$828,036	2,911,476	14,050,109
1995	\$1,996,940	\$629,220	\$2,626,160	\$11,966,669
1996	\$2,016,941	\$511,372	\$2,528,313	\$9,969,669
1997	\$2,038,800	\$397,525	\$2,436,325	\$7,952,788
1998	\$2,054,405	\$281,473	\$2,335,878	\$5,913,988
1999	\$1,027,907	\$162,868	\$1,190,775	\$3,859,583
2000	\$710,238	\$111,301	\$821,539	\$2,831,676
2001	\$746,238	\$79,832	\$826,070	\$2,121,438
2002	\$771,350	\$45,994	\$817,344	\$1,375,200
2003	\$456,350	\$17,915	\$474,165	\$603,850
2004	\$73,750	\$5,439	\$79,189	\$147,500
2005	\$73,750	\$1,844	\$75,594	\$73,750

NEW FY94 CAPITAL PROJECTS**PROJECTS RECOMMENDED BY THE FINANCE COMMITTEE:**

<u>DEPARTMENT</u>	<u>PROJECT</u>	<u>FY 94 PROJECT COST</u>	<u>FIVE YEAR PROJECT COST</u>	<u>FUNDING SOURCE</u>
School	Data Processing	\$130,000	\$130,000	General Fund - Bonding
DPW	Sewer System Rehab.	250,000	1,250,000	Sewer Rates
DPW	Transfer Trailers	75,000	375,000	Landfill Fee
DPW	West Street Generator	40,000	40,000	Sewer Rates
DPW	Water System Rehab.	500,000	2,500,000	Water Rates
DPW	Storm Drainage Improvements	30,000	90,000	Sewer Rates
DPW	Recycling Expansions	318,000	430,000	Landfill Fee
DPW	Sidewalk Repairs	40,000	120,000	General Fund
Fire	Brush Truck	<u>25,000</u>	<u>25,000</u>	General Fund
TOTAL		\$1,408,000	\$4,960,000	

PROJECTS DEFERRED BY THE FINANCE COMMITTEE UNTIL TOWN MEETING:

<u>DEPARTMENT</u>	<u>PROJECT</u>	<u>FY 94 PROJECT COST</u>	<u>FIVE YEAR PROJECT COST</u>	<u>FUNDING SOURCE</u>
Finance	Data Processing Townwide System	\$400,000	\$400,000	General Fund - Bonding
Finance	Data Processing Public Safety	<u>200,000</u>	<u>200,000</u>	General Fund - Bonding
TOTAL		\$600,000	\$600,000	

PROJECTS NOT RECOMMENDED BY THE FINANCE COMMITTEE FOR FY94 FUNDING:

<u>DEPARTMENT</u>	<u>PROJECT</u>	<u>FY 94 PROJECT COST</u>	<u>FIVE YEAR PROJECT COST</u>
Fire	Replace Command Vehicle	30,000	30,000
DPW	Air Conditioner	<u>20,000</u>	<u>20,000</u>
TOTAL		\$50,000	\$50,000

TRANSFERS FROM FINANCE COMMITTEE RESERVE FUND TO APPROPRIATION ACCOUNTS**July 1, 1991 - June 30, 1992**

(Transfers have been summarized below by department. These amounts are included in the EXPENDED FY 1992 column of the Operating Budget recommendations)

<u>Requests</u>	<u>Date</u>	<u>Amount</u>
Board of Health Consulting, Crescent Rd.	10-91	\$9,800
Town Clerk Printing/Binding	11-91	1,050
Finance Committee PC Hard drive	1-92	1,500
Legal Fees	3-92	45,000
Police Overtime	4-92	38,180
Veterans' Benefits	5-92	10,500
Veterans' P/T Salary	6-92	750
Veterans Benefits	6-92	3,200
Fire Overtime	6-92	12,000
Board of Health Consulting, Crescent Rd.	6-92	8,000
		<u>\$129,980</u>

**WARRANT FOR THE ANNUAL TOWN MEETING
MONDAY, APRIL 12, 1993
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS**

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A	-	Hillside School
Precinct B	-	Hillside School
Precinct C	-	Newman Middle School
Precinct D	-	High Rock School
Precinct E	-	Pollard Middle School
Precinct F	-	Stephen Palmer Community Room
Precinct G	-	Broadmeadow School
Precinct H	-	Broadmeadow School
Precinct I	-	William Mitchell School - Gymnasium
Precinct J	-	William Mitchell School - Gymnasium

on MONDAY, THE TWELFTH DAY OF APRIL, 1993

from forty-five minutes after six o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year;
Two Selectman for Three Years;
One Selectmen for One Year;
One Assessor for Three Years;
Two Members of School Committee for Three Years;
One Trustee of Memorial Park for Three Years;
Three Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Member of Planning Board for Two Years;
One Member of Needham Housing Authority for Five Years;
One Member of Needham Housing Authority for Two Years;
One Commissioner of Trust Funds for Three Years;
One Member of Park and Recreation Commission for Three Years;
Two Constables for Three Years;
Twenty-Seven Town Meeting Members from Precinct A;
Twenty-Seven Town Meeting Members from Precinct B;
Twenty-Seven Town Meeting Members from Precinct C;
Twenty-Seven Town Meeting Members from Precinct D;
Twenty-Four Town Meeting Members from Precinct E;
Twenty-Four Town Meeting Members from Precinct F;
Twenty-Four Town Meeting Members from Precinct G;
Twenty-Four Town Meeting Members from Precinct H;
Twenty-Four Town Meeting Members from Precinct I;
Twenty-Four Town Meeting Members from Precinct J.

AND at the High School in said Town on MONDAY, THE THIRD DAY OF MAY, 1993 at 7:30 P.M.

ARTICLE 2: COMMITTEE/OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 3: AUTHORIZATION TO EXPEND STATE FUNDS

To see if the Town will vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways, authorize the expenditure of \$435,741. provided or to be provided by the Commonwealth of Massachusetts Highway Department under the provisions of Chapter 33 of the Acts of 1991; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 4: AMEND ZONING BY-LAW - PARKING WAIVER SPECIAL PERMIT/ MAJOR PROJECT SPECIAL PERMIT

To see if the Town will vote to amend the Needham Zoning Bylaw, as follows:

(a) in Section 5.1.1.5, Special Permit, by adding the following underlined language to the first sentence of the first paragraph, so that it reads as follows:

"The Board of Appeals may grant in all zoning districts excepting the Center Business District a special permit to waive strict adherence to the requirements of Section 5.1.2 and/or 5.1.3 where it can be demonstrated by an applicant with a parking plan prepared and reviewed in accordance with the provisions of Section 5.1.3 that a particular use, structure or lot, owing to special circumstances, does not warrant the number of parking spaces required by Section 5.1.2 and/or the application of certain design requirements contained in Section 5.1.3."

(b) in Section 5.1.1.6, Special Permit in the Center Business District, by deleting the existing first sentence in its entirety and inserting a new sentence as follows:

"The Planning Board may grant in the Center Business District a special permit to waive strict adherence to the requirements of Section 5.1.2 and/or 5.1.3, if a proposed project satisfies the following conditions:"

(c) in Section 7.4.2 Definitions, by revising the fifth paragraph thereof so that it reads as follows:

"In the Center Business District, a MAJOR PROJECT is any construction project which creates or adds gross floor area; or any construction project which changes an exterior facade; or any project which involves a change in part or all of an existing building or lot from one use category to another as defined under Subsection 3.2.2 of this Bylaw and which results in an increase in the number of required parking or loading spaces."

or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 5: AMEND ZONING BY-LAW - ESTABLISHMENT OF NEIGHBORHOOD BUSINESS DISTRICT

To see if the Town will vote to amend the Needham Zoning Bylaw as follows:

1. Amend Section 2.1 Classes of Districts so that it reads as follows:

"2.1 Classes of Districts**"Residential**

RRC	-	Rural Residence-Conservation
SRA	-	Single Residence A
SRB	-	Single Residence B
GR	-	General Residence
A-1	-	Apartment - A-1
A-2	-	Apartment - A-2
A-3	-	Apartment - A-3

"Commercial

B	-	Business
CSB	-	Chestnut Street Business
CB	-	Center Business
ASB	-	Avery Square Business
HAB	-	Hillside Avenue Business
NB	-	Neighborhood Business

"Industrial

IND	-	Industrial
IND-1	-	Industrial-1
IND P	-	Industrial Park

"Institutional

I	-	Institutional
---	---	---------------

"Overlay

FP	-	Flood Plain
AP	-	Aquifer Protection."

2. Revise Section 3.2 Schedule of Use Regulations as follows:

- a. Redesignate Section 3.2.1 Uses in Districts Except Commercial Districts as "Section 3.2.1 Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts."
- b. Redesignate Section 3.2.2 Uses in Commercial Districts as "Section 3.2.2 Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts."
- c. Insert a new Section 3.2.3 to read as follows:

"3.2.3 Uses in the Neighborhood Business District.**"3.2.3.1 Permitted Uses**

"The following uses are permitted within the Neighborhood Business District as a matter of right:

- "(a) Farm, greenhouse, nursery, truck garden, provided the subject property contains a minimum of 2 1/2 acres.
- "(b) Salesroom or stand for agricultural and horticultural products provided all products sold are grown or produced on the premises of the farm, greenhouse, nursery or truck garden, and provided the subject property contains a minimum of 2 1/2 acres.
- "(c) Sale during the Christmas season at a nursery or greenhouse of cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises.

- "(d) Churches, synagogues, and temples; includes associated dwellings for religious personnel and associated buildings used for religious purposes.
- "(e) Elementary or secondary school, trade or vocational school for elementary and secondary school students; operated by a public agency, or by a religious sect or denomination, or a non-profit educational corporation; includes associated buildings and land used for educational purposes.
- "(f) Public or private, college or technical school, trade or vocational school operated for college age students; operated by a public agency, or by a religious sect or denomination, or a non-profit educational corporation; includes buildings, land or other facilities used for educational purposes but not including space used for revenue producing purposes not directly associated with the education of students.
- "(g) Child care facility.
- "(h) Public library and museum and philanthropic institution.
- "(i) Public parks, playgrounds, municipal buildings or uses.
- "(j) Single family detached dwelling, provided such structure was in existence prior to Dec. 31, 1992 and was previously used as a single family detached dwelling.
- "(k) Two-family detached dwelling, provided such structure was in existence prior to Dec. 31, 1992 and was previously used as a two-family detached dwelling.
- "(l) Retail shop for the sale of convenience goods often bought on a daily basis such as candy, newspapers and tobacco products, provided the gross floor area so used does not exceed two thousand five hundred (2,500) square feet per establishment.
- "(m) Retail shop for the sale of books, stationary, drugs, sporting goods, jewelry, photographic equipment and supplies, flowers, novelties, cards, footwear, and the like which are typically of a size that a customer can carry them by hand, provided the gross floor area so used does not exceed two thousand five hundred (2,500) square feet per establishment.
- "(n) Retail shop for the sale of apparel, fabrics and accessories, hardware, paint, wallpaper, lawn and garden supplies and equipment, provided the gross floor area so used does not exceed two thousand five hundred (2,500) square feet per establishment.
- "(o) Grocery store, provided the gross floor area so used does not exceed two thousand five hundred (2,500) square feet per establishment.
- "(p) Beauty salon, barber shop, tailor, dressmaker, shoe repair, photographic processing, photocopying and reduction services but not commercial printing, provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per establishment.
- "(q) Medical, dental or psychiatric office, provided the gross floor area so used does not exceed one thousand (1,000) square feet per company.
- "(r) Real estate sales or rental office, provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per company.
- "(s) Use of a room or rooms in a single or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 square feet, is regularly devoted to such use.
- "(t) Customary home occupation engaged in by a resident of a single or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation, (2) there is no exterior

storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale of goods on the premises.

- "(u) The taking of not more than four non-transient borders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a single family dwelling.

"3.2.3.2 Uses Permitted By Special Permit

"The following uses are permitted within the Neighborhood Business District only upon the issuance of a Special Permit by the Special Permit Granting Authority under such conditions as they may require:

- "(a) Public passenger station.
- "(b) Private school, nursery, or kindergarten not otherwise classified under Section 3.2.3.1.
- "(c) Bank, provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per establishment.
- "(d) Laundry or dry cleaning pick-up station with processing done elsewhere; self-service laundromat; provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per establishment.
- "(e) Commercial garage for motor vehicle maintenance and minor repairs limited to engine tune-up, lubrication and installation of replacement parts, adjustment or replacement of brakes or tires, but not including engine overhaul, body work or painting.
- "(f) Retail sales of ice cream, frozen yogurt and similar products for consumption on or off the premises, provided the gross floor area so used does not exceed two thousand (2,000) square feet per establishment.
- "(g) Take-out food counter as an accessory to a food retail or other non-consumptive retail establishment.
- "(h) Lunch counter incidental to a principal use.
- "(i) More than one non-residential building or use on a lot where such buildings or uses are not detrimental to each other and are in compliance with all other requirements of this By-law.
- "(j) Other accessory uses incidental to lawful principal uses."

3. Amend Section 4.4 Dimensional Requirements for Commercial Districts, by revising the existing introductory paragraph directly thereunder so that it reads as follows:

"The following regulations shall apply to Business, Chestnut Street Business, Center Business, Avery Square Business, Hillside Avenue Business, and Neighborhood Business districts."

4. Amend Section 4.4.2 Maximum Building Bulk, by changing the designation of the existing paragraph (d) to paragraph (e) and by adding the following new paragraph (d):

"(d) Buildings and structures which are located on property in the Neighborhood Business District are not limited to the maximum lot coverage requirements of this Section 4.4.2 as specified in Table I, but shall have a maximum floor area ratio of 0.5."

5. Amend Section 4.4.3 Height Limitation, by revising the second paragraph thereof so that it reads as follows:

"Notwithstanding the above, no building or structure which is located on property in the Chestnut Street Business, Avery Square Business, Hillside Avenue Business, or Neighborhood Business districts shall exceed two and one-half (2 1/2) stories, including ground level covered or enclosed parking, no more than two (2) stories of which shall be occupied except for storage, nor shall the building or structure exceed a total height of thirty-five (35) feet."

6. Amend Section 4.4.4 Front Setback, by adding the following paragraph at the end of Section 4.4.4:

"In the Neighborhood Business District, there shall be a front setback of not less than twenty (20) feet, or a setback consistent with the setbacks for principal buildings existing on the premises as of the effective date of this provision, or the average of the setbacks of buildings on adjoining lots, whichever is less restrictive. The setback, if any, shall be kept open and landscaped with grass or other plant materials and unpaved except for walks and driveways, as defined in Section 4.4.5."

7. Amend Section 4.4.5 Driveway Openings, by revising the first sentence thereof so that it reads as follows:

"In the Business, Chestnut Street Business, Avery Square Business, Hillside Avenue Business, and Neighborhood Business districts, the following regulations shall apply."

8. Amend Section 4.4.8.4 Other Business Districts so that it reads as follows:

"4.4.8.4 Other Business Districts

"In an Avery Square Business, Hillside Avenue Business, or Neighborhood Business District no building or structure for a use not allowed in a residential district shall be placed within fifty (50) feet of a residential district boundary, and the ten feet closest to such boundary shall be suitably landscaped as specified at Section 4.4.8.5. The remainder of the setback may be used for an accessory use not including a building or structure."

9. Amend Section 4.4.9 Building Entrances in the Chestnut Street Business, Avery Square Business and Hillside Avenue Business districts so that it reads as follows:

"4.4.9 Building Entrances in the Chestnut Street Business, Avery Square Business, Hillside Avenue Business, and Neighborhood Business districts.

"First-floor businesses shall have individual entrances accessed from the exterior of the building, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building.

"Building entrances providing access to first and second-floor space shall be available from one or more streets on which the building fronts. The primary building entrance must be from Chestnut Street, Highland Avenue, Hillside Avenue, Broad Meadow Road, Great Plain Avenue, Central Avenue, Reservoir Street, or South Street unless the premises do not have frontage on one of those streets, or unless lot configuration makes it impractical to place all individual entrances on those streets."

10. Amend Section 5.1.1.5 Special Permit by revising the fourth paragraph thereof to read as follows:

"(c) in the Avery Square, Hillside Avenue Business, and Neighborhood Business districts, shared parking for uses having peak demands at different times, unusual age or other characteristics of site users, or user-sponsored demand reduction devices, such as car-pooling."

11. Amend Section 7.4.2 Definitions, by inserting a new sixth paragraph to read as follows:

"In the Neighborhood Business District, a MAJOR PROJECT is any construction project which creates or adds gross floor area; or any project which involves a change in part or all of an existing building or lot from one use category to another as defined under Subsection 3.2.3 of this Bylaw and which results in an increase in the number of required parking or loading spaces."

12. Amend Section 7.7.2.2 Authority and Specific Powers, by revising the first sentence of the second paragraph thereof so that it reads as follows:

"The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a Business District, Chestnut Street Business District, Center Business District, Avery Square Business District, Hillside Avenue Business District, Neighborhood Business District, Industrial District, Industrial-1 District, Industrial Park District or Institutional District (excluding single and two-family uses), which require a building permit under the Massachusetts State Building Code -- but which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review."

or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 6: AMEND ZONING BY-LAW - MAP CHANGE TO NEIGHBORHOOD BUSINESS DISTRICT

To see if the Town will vote to amend the Needham Zoning Bylaw by amending the Zoning Map as follows:

(a) Place in the Neighborhood Business District all that land now zoned Business and lying between the Charles River and Fisher Street, between South Street and the M.B.T.A. right-of-way; (b) Place in the Neighborhood Business District all that land now zoned Business and lying between Fisher Street and Charles River Street, between South Street and the SRA district east of the M.B.T.A. right-of-way; (c) Place in the Neighborhood Business District all that land now zoned Business and lying between Wilson Lane and the SRA district east of the Cochrane Dam, between South Street and the SRA district north of the Charles River; (d) Place in the Neighborhood Business District all that land now zoned Business and lying between Great Plain Avenue and the SRB district south of Newbury Park, between Broad Meadow Road and the SRB district east of Ridgeway Avenue; (e) Place in the Neighborhood Business District all that land now zoned Business and lying between the Sudbury Aqueduct and Central Avenue, between Route 128 and Reservoir Street; (f) Place in the Neighborhood Business District all that land now zoned Business and lying between the Sudbury Aqueduct, Vara Lane, and Reservoir Street; (g) Place in the Neighborhood Business District all that land now zoned Business and lying between Vara Lane and Central Avenue, between Reservoir Street and the SRB district west of Hamilton Place; (h) Place in the Neighborhood Business District all that land now zoned Business and lying between Central Avenue and the Industrial district west of the Charles River, between Reservoir Street and the SRB district west of Elliot Street; and (i) Place in the Neighborhood Business District all that land now zoned Business and lying between Route 128, Central Avenue and Reservoir Street. Said land comprising parcels 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10 bounded and described as follows:

Parcel 1 - "Beginning at the point of intersection of the southwesterly sideline of Fisher Street and the southerly sideline of M.B.T.A. property; thence running westerly along the southerly sideline of M.B.T.A. property to the point of intersection of a line 130 feet distant from and parallel to the southwesterly sideline of Fisher Street; thence turning and running easterly along the line 130 feet distant from and parallel to the southwesterly sideline of Fisher Street to the northerly boundary of the Charles River, said boundary being and intended to be the mean annual water elevation, of the Charles River along said boundary; thence turning and running along the northerly boundary of the Charles River in an easterly direction to the point of intersection of the northerly boundary of the Charles River and the northerly sideline of South Street; thence turning and running northeasterly by the northerly sideline of South Street to the point of a curvature of a curve connecting the northerly sideline of South Street and the southwesterly sideline of Fisher Street; thence running northeasterly, northerly and northwesterly by said curve to the point of tangency on the southwesterly sideline of Fisher Street; thence running northwesterly by the southwesterly sideline of Fisher Street to the point of beginning."

Parcel 2 - "Beginning at the point of intersection of the westerly sideline of Charles River Street and a line 100 feet distant from and parallel to the northerly sideline of South Street; thence running southerly by the westerly sideline of Charles River Street to the point of curvature of a curve connecting the westerly sideline of Charles River Street and the northerly sideline of South Street; thence running southerly and westerly by said curve to the point of tangency on the northerly sideline of South Street; thence running westerly by the northerly sideline of South Street to the point of curvature of a curve connecting the northerly sideline of South Street and the easterly sideline of Fisher Street; thence running westerly and northerly by said curve to the point of tangency on the easterly sideline of Fisher Street; thence running northerly by the easterly sideline of Fisher Street to the point of intersection of the

easterly sideline of Fisher Street and a line 100 feet distant from and parallel to the northerly sideline of South Street; thence turning and running easterly along a line 100 feet distant from and parallel to the northerly sideline of South Street to the point of beginning."

Parcel 3 - "Beginning at the point of intersection of the westerly sideline of Wilson Lane and the southerly sideline of South Street; thence running southerly by the westerly sideline of Wilson Lane to the point of intersection of the westerly sideline of Wilson Lane and a line 100 feet distant from and parallel to the southerly sideline of South Street; thence turning and running westerly along a line 100 feet distant from and parallel to the southerly sideline of South Street to the point of intersection of a line 100 feet distant from and parallel to the southerly sideline of South Street and a line 500 feet distant from and parallel to the westerly sideline of Wilson Lane; thence turning and running northerly along a line 500 feet distant from and parallel to the westerly sideline of Wilson Lane to the point of intersection of a line 500 feet distant from and parallel to the westerly sideline of Wilson Lane and the southerly sideline of South Street; thence turning and running easterly by the southerly sideline of South Street to the point of beginning."

Parcel 4 - "Beginning at the point of intersection of the easterly sideline of Great Plain Avenue and a line 150 feet distant from and parallel to the northerly sideline of Broad Meadow Road; thence running easterly along a line 150 feet distant from and parallel to the northerly sideline of Broad Meadow Road to the point of intersection of a line 150 feet distant from and parallel to the northerly sideline of Broad Meadow Road and the westerly sideline of Evans Road; thence turning and running southerly by the westerly sideline of Evans Road to the point of intersection of the westerly sideline of Evans Road and the northerly sideline of Broad Meadow Road; thence turning and running westerly by the northerly sideline of Broad Meadow Road to the point of curvature of a curve connecting the northerly sideline of Broad Meadow Road and the easterly sideline of Great Plain Avenue; thence running westerly and northwesterly by said curve to the point of tangency on the easterly sideline of Great Plain Avenue; thence running northerly by the easterly sideline of Great Plain Avenue to the point of beginning."

Parcel 5 - "Beginning at the point of intersection of the northerly sideline of Broad Meadow Road and the easterly sideline of Evans Road; thence running northwesterly by the easterly sideline of Evans Road a distance of 100.72 feet to the northwesterly sideline of a parcel of land as shown on Assessor's Plan No. 11, parcel 6 in March 1993; thence turning and running northwesterly along said northwesterly sideline of said parcel to the point of intersection of the northwesterly sideline of said parcel and a line 200 feet distant from and parallel to the easterly sideline of Great Plain Avenue; thence turning and running southeasterly along a line 200 feet distant from and parallel to the easterly sideline of Great Plain Avenue to the point of intersection of a line 200 feet distant from and parallel to the easterly sideline of Great Plain Avenue and the northerly sideline of Broad Meadow Road; thence turning and running southwesterly by the northerly sideline of Broad Meadow Road to the point of beginning."

Parcel 6 - "Beginning at the point of intersection of the northerly sideline of Central Avenue and the easterly sideline of the State Circumferential Highway Route 128; thence running northwesterly by the easterly sideline of the State Circumferential Highway Route 128 to the intersection of the easterly sideline of the State Circumferential Highway Route 128 and the southerly sideline of land N/F Metropolitan District Commission Sudbury Aqueduct; thence turning and running northeasterly along said Metropolitan District Commission Sudbury Aqueduct property to the point of intersection of the southerly sideline of land N/F Metropolitan District Commission Sudbury Aqueduct and the westerly sideline of Reservoir Street; thence turning and running southerly by the westerly sideline of Reservoir Street to the point of curvature of a curve connecting the westerly sideline of Reservoir Street and the northerly sideline of Central Avenue; thence running southerly and southwesterly by said curve to the point of tangency on the northerly sideline of Central Avenue; thence running westerly by the sideline of Central Avenue to the point of beginning."

Parcel 7 - "Beginning at the point of intersection of the easterly sideline of Reservoir Street and the northerly sideline of Vara Lane; thence running northerly by the easterly sideline of Reservoir Street to the point of intersection of the easterly sideline of Reservoir Street and the southerly sideline of land N/F Metropolitan District Commission Sudbury Aqueduct; thence turning and running easterly by the southerly sideline of said Metropolitan District Commission Sudbury Aqueduct property to a point on the westerly sideline of Vara Lane; thence continuing easterly, southerly and westerly by the sideline of said Vara Lane to the point of beginning."

Parcel 8 - "Beginning at a point on the northerly sideline of Central Avenue, said point being the point of curvature of a curve connecting the easterly sideline of Reservoir Street and the northerly sideline of Central Avenue; thence running northeasterly by the northerly sideline of Central Avenue a distance of

91.91 feet to a point; thence turning and running northwesterly and perpendicular to the northerly sideline of Central Avenue to a point 100 feet distant from the northerly sideline of Central Avenue; thence turning and running southwesterly and parallel to the northerly sideline of Central Avenue to the intersection of the easterly sideline of Reservoir Street and a line 100 feet distant from and parallel to the northerly sideline of Central Avenue; thence turning and running southerly by the easterly sideline of Reservoir Street to a point of curvature of a curve connecting the easterly sideline of Reservoir Street and the northerly sideline of Central Avenue; thence running southeasterly, easterly and northeasterly by said curve to the point of beginning."

Parcel 9 - "Beginning at the point of intersection of the southerly sideline of Central Avenue and the easterly property line of the property shown on Assessors Map 80 parcel 10-01 in March 1993; thence running southeasterly along said property line to the point of intersection of said property line and a line 100 feet distant from and parallel to the southerly sideline of Central Avenue; thence turning and running southwesterly along said line 100 feet distant from and parallel to the southerly sideline of Central Avenue to the point of intersection of a line 100 feet distant from and parallel to the southerly sideline of Central Avenue and the easterly sideline of Reservoir Street; thence turning and running northerly by the easterly sideline of Reservoir Street to the point of curvature of a curve connecting the easterly sideline of Reservoir Street and the southerly sideline of Central Avenue; thence running northerly and northeasterly by said curve to a point of tangency on the southerly sideline of Central Avenue; thence running northeasterly by the southerly sideline of Central Avenue to the point of beginning."

Parcel 10 - "Beginning at the point of intersection of the westerly sideline of Reservoir Street and the easterly sideline of the State Circumferential Highway Route 128; thence running northwesterly by the easterly sideline of the State Circumferential Highway Route 128 to the point of intersection of the southerly sideline of Central Avenue and the easterly sideline of the State Circumferential Highway Route 128; thence turning and running easterly by the southerly sideline of Central Avenue to the point of curvature of a curve connecting the southerly sideline of Central Avenue and the westerly sideline of Reservoir Street; thence running easterly, southeasterly and southerly by said curve to the point of tangency on the westerly sideline of Reservoir street; thence running southerly by the westerly sideline of Reservoir Street to the point of beginning."

or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 7: AMEND ZONING BY-LAW - MAP CHANGE TO GENERAL RESIDENCE DISTRICT

To see if the Town will vote to amend the Needham Zoning Bylaw by amending the Zoning Map as follows:

Place in the General Residence District all that land now zoned Single Residence B and lying in the area bounded by Highland Avenue, Webster Street, the M.B.T.A. right-of-way, and Gould Street, comprising parcels 1, 2, 3, 4, 5, 6, 12, 14, 15, 16, 17, 18, 21, 22, 23, 24, 25, 28, 29, 30, 31, 33 and 56 on Assessor's Plan No. 77. Said land comprising parcels 1, 2, 3 and 4 bounded and described as follows:

Parcel 1 - "Beginning at the point of intersection of the northerly sideline of Highland Avenue and the easterly sideline of Webster Street; thence running northerly by the easterly sideline of Webster Street to the intersection of the easterly sideline of Webster Street and the southerly sideline of Putnam Street; thence running easterly by the southerly sideline of Putnam Street a distance of 210 feet to the intersection of the southerly sideline of Putnam Street and the property line dividing parcels 11 and 12 as shown on Assessors Plan No. 77 in October 1992; thence running southerly by the property line dividing parcels 11 and 12 as shown on said plan to a point on the northerly sideline of Highland Avenue; thence running westerly by the northerly sideline of Highland Avenue to the point of beginning."

Parcel 2 - "Beginning at the point of intersection of the easterly sideline of Webster Street and the northerly sideline of Putnam Street; thence running northerly by the easterly sideline of Webster Street to the intersection of the easterly sideline of Webster Street and the southerly sideline of Guild Road; thence running easterly by the southerly sideline of Guild Road to the intersection of the southerly sideline of Guild Road and the westerly sideline of Arbor Street; thence running southerly by the westerly sideline of Arbor Street to the intersection of the westerly sideline of Arbor Street and the northerly sideline of Putnam Street; thence running westerly by the northerly sideline of Putnam Street to the point of beginning."

Parcel 3 - "Beginning at a point on the northerly sideline of Guild Road 76.30 feet easterly from the intersection of the easterly sideline of Webster Street and the northerly sideline of Guild Road, said point being the point of intersection of the northerly sideline of Guild Road and the property line dividing parcels 32 and 33 as shown on Assessors Plan No. 77 in October 1992; thence running easterly by the northerly sideline of Guild Road a distance of 100.33 feet to the intersection of the northerly sideline of Guild Road and the property line dividing parcels 33 and 34 as shown on said plan; thence running northerly along the property line dividing parcels 33 and 34 to the intersection of the property line dividing parcels 33 and 34 and the southerly right of way line of M.B.T.A. property; thence running westerly by the southerly right of way line of M.B.T.A. property to the intersection of the southerly right of way line of M.B.T.A. property and the property line dividing parcels 32 and 33 as shown on said plan; thence running southerly along the property line dividing parcels 32 and 33 to the point of beginning."

Parcel 4 - "Beginning at the point of intersection of the westerly sideline of Gould Street and the southerly right of way line of M.B.T.A. property; thence running southerly by the westerly sideline of Gould Street to the intersection of the westerly sideline of Gould Street and the northerly sideline of Highland Avenue; thence running southwesterly by the northerly sideline of Highland Avenue to the intersection of the northerly sideline of Highland Avenue and the easterly sideline of Cross Street; thence running northerly by the easterly sideline of Cross Street to the intersection of the easterly sideline of Cross Street and the southerly sideline of Putnam Street; thence running northeasterly, northwesterly and southwesterly by the sideline of Putnam Street to the intersection of the northerly sideline of Putnam Street and the easterly sideline of Cross Street; thence running northwesterly by the easterly sideline of Cross Street and the extension of the easterly sideline of Cross Street to the intersection of the extension of the easterly sideline of Cross Street and the southerly right of way line of M.B.T.A. property; thence running northeasterly by the southerly right of way line of M.B.T.A. property to the point of beginning."

Said above described parcel is exclusive of any and all rights of way as are now or may be enforceable.

or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 8: AMEND ZONING BY-LAW - CITIZENS' PETITION

To see if the Town will vote to amend Section 3.2 Schedule of Use Regulations of the Zoning By-Laws as follows:

The following use is allowed in an Industrial Park Zone by Special Permit:

Incidental and accessory retail uses serving the general public by means of a showroom/salesroom which comprises no more than ten percent of the gross square feet of floor area of a building. The ten percent limitation is applicable in the aggregate to single or multi-tenanted buildings.

This proposed Amendment should be placed under the category of "Accessory".

The asterisk (*) after Industrial Park should be amended as follows, p. .

*Notwithstanding the provisions of this section, the following identified and described uses shall be prohibited in the Industrial Park District:

Retail showroom/salesroom which exceed ten percent of the gross square footage of the building and which is not accessory or incidental to the principle permitted use of uses.

or take any other action relative thereto.

INSERTED BY: Citizens' Petition

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 9: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town of Needham as of July 1, 1993 as required by the General Laws, Chapter 41, Section 108, as recommended by the Personnel Board and subject to the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-law:

Town Clerk	\$44,000.
Selectmen, Chairman	1,800.
Selectmen, Others	1,500.
Assessor, Chairman	1,800.
Assessor, Others	1,500.;

or take any other action relative thereto.

INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 10: AMEND CLASSIFICATION AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule; or take any other action relative thereto.

NOTE:

All revisions to the Classification and Standard Rates of Compensation Schedule will be provided to Town Meeting Members as soon as possible before May 3, 1993.

Except as otherwise required by State Law, the classes of positions in paid appointive service in the Town, other than those in the service of the School Department and Glover Memorial Hospital, and the standard rates of compensation thereof, effective July 1, 1993, may be found in the Classification and Standard Rates of Compensation Schedule, as amended.

INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 11: AMEND CONSOLIDATED PERSONNEL BY-LAW

To see if the Town will vote to amend its Consolidated Personnel By-Law (Article 9 of the General By-Laws of the Town of Needham) as follows:

Inserting at the end of the first paragraph of Section 9.11.11 the following:

"At the request of the Appointing Authority or Department Head, the Personnel Board may approve the granting of an additional step or steps for a non-represented employee who has shown superior performance over the preceding year. Such request of the Appointing Authority or Department Head must be in writing and must include a detailed statement of the employee's performance and accomplishments.";

or take any other action relative thereto.

INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

**ARTICLE 12: FUND COLLECTIVE BARGAINING AGREEMENT -
INDEPENDENT TOWN WORKERS ASSOCIATION**

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers Association; and to recommend to amend the necessary line items in the 1994 Operating Budget under Article 13 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 13: APPROPRIATE THE FY94 OPERATING BUDGET

To see what sums of money the Town will vote to raise and appropriate for the necessary Town charges and expenses; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: The amounts appropriated be as recommended in the "Operating Budget Recommendations". (See page 8.)

ARTICLE 14: APPROPRIATE FOR MOSQUITO CONTROL

To see if the Town will vote to appropriate a sum of money to change mosquito control activities in the Town by directing the Norfolk County Mosquito Control Project to increase environmentally preferred but more costly, larvicidal activities, and to decrease adulticidal activities, determine how such sum shall be raised, said sum shall be spent under the direction of the Board of Health; or take any other action relative thereto.

INSERTED BY: The Board of Health for the Mosquito Advisory Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article Not Be Adopted

ARTICLE 15: APPROPRIATE FOR DESIGN REVIEW CRITERIA STUDY

To see if the Town will vote to appropriate a sum of money to develop a set of design guidelines for Needham's commercial districts; determine how such sum shall be raised, said sum to be spent under the direction of the Planning Board; or take any other action relative thereto.

INSERTED BY: Planning Board and Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

**ARTICLE 16: ESTABLISH REVOLVING FUND - LOCAL TRANSPORTATION
(MGL CHAPTER 44, SECTION 53 E 1/2)**

To see if the Town will vote to establish a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program; to authorize the Board of Selectmen through the Town Administrator to expend money from such fund in an amount not to exceed a certain sum in fiscal year 1994; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

Summary: A revolving fund established under the provisions of MGL Chapter 44, Section 53E 1/2 must be authorized annually by vote of the Town Meeting. The Town Meeting may authorize the use of one or more revolving funds by one or more municipal agencies, boards, departments or offices which fund shall be accounted for separately from all other monies in the Town. The fund shall be credited only the departmental receipts received in connection with the programs supported by such revolving fund and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E 1/2. No revolving fund expenditures may be made for the purpose of paying wages or salaries for full time employees.

The annual Town Meeting authorization for each revolving fund shall specify:

- (1) the programs and purposes for which the revolving fund may be expended;
- (2) the departmental receipts which shall be credited to the revolving fund;
- (3) the board, department or officer authorized to expend from such fund; and
- (4) a limit on the amount which may be expended from such fund in the ensuing year.

In any fiscal year the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to MgL. Chapter 59, section 23.

Said agency, board, department or office shall report annually to the Town Meeting or Board of Selectmen as provided by Section 53E 1/2.

At the close of a fiscal year in which a revolving fund is not reauthorized for the following year or in which the Town changes the purpose for which money may be spent the following year, the balance shall revert to surplus revenue unless the Annual Town Meeting votes to transfer such balance to another revolving fund.

ARTICLE 17: ACCEPT SECTION 4 OF CHAPTER 73 OF THE ACTS OF 1986 - INCREASE PROPERTY TAX EXEMPTION

To see if the Town will vote to accept, for fiscal 1994, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions; and to approve an increase in the amount of 6% for each eligible exemption; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

SUMMARY: Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws:

Clauses 17, 17C, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42, or 43.

The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value. Town Meeting approval of the additional exemption, as well as application for the exemption by the taxpayer, must be made annually.

ARTICLE 18: TRANSFER OF UNDESIGNATED FUND BALANCE (FREE CASH)

To see if the Town will vote to transfer a sum from the Undesignated Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Town Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1994; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

CAPITAL IMPROVEMENT BUDGET

Articles 19 - 32 are the Capital Improvement Budget Articles as recommended by the Board of Selectmen in the FY 94-98 Capital Improvement Plan (CIP). An Executive Summary of the CIP can be found on page 38.

ARTICLE 19: APPROPRIATE FOR TOWNWIDE DATA PROCESSING SYSTEM

To see if the Town will vote to raise and appropriate \$400,000 for the purchase of a Townwide data processing system; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 20: APPROPRIATE FOR PUBLIC SAFETY DISPATCH/RECORDING SYSTEM

To see if the Town will vote to raise and appropriate \$200,000 for the purchase of a public safety data processing system; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 21: APPROPRIATE FOR SCHOOL DEPARTMENT STUDENT RECORDS DATA PROCESSING SYSTEM

To see if the Town will vote to raise and appropriate \$130,000 for the purchase of a School Department student records data processing system; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 22: APPROPRIATE FOR SEWER SYSTEM REHABILITATION

To see of the Town will vote to raise and appropriate \$250,000. to rehabilitate certain portions of the sanitary sewer system; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 23: APPROPRIATE FOR SOLID WASTE TRANSFER TRAILERS REPLACEMENT

To see if the Town will vote to raise and appropriate \$75,000 to replace Solid Waste Transfer Trailers; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 24: APPROPRIATE FOR SEWER PUMP STATION AUXILIARY POWER

To see if the Town will vote to raise and appropriate \$40,000. for the installation of standby emergency power at the West Street Sewer Pumping Station; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 25: APPROPRIATE FOR WATER SYSTEM REHABILITATION

To see if the Town will vote to raise and appropriate \$500,000. for the rehabilitation and improvement of the water system including studies, engineering service, plans, specifications and contract documents for main relining or replacement and pumping station improvements; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 26: APPROPRIATE FOR STORM DRAINAGE IMPROVEMENTS

To see if the Town will vote to raise and appropriate \$30,000 for the construction of storm water drains in public ways and through easements on private property; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 27: APPROPRIATE FOR RECYCLING EXPANSION

To see if the Town will vote to raise and appropriate \$318,000 for recycling expansion at the Town Landfill; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 28: APPROPRIATE FOR FIRE DEPARTMENT BRUSH TRUCK

To see if the Town will vote to raise and appropriate \$25,000 to purchase a Fire Department Brush Truck; determine how such sum shall be raised; said sum to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 29: APPROPRIATE FOR A FIRE DEPARTMENT COMMAND VEHICLE

To see if the Town will vote to raise and appropriate \$30,000 to purchase a Fire Department Command Vehicle; determine how such sum shall be raised; said sum to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Not Be Adopted

ARTICLE 30: APPROPRIATE FOR A DPW AIR CONDITIONING UNIT REPLACEMENT

To see if the Town will vote to raise and appropriate \$20,000 to replace one air conditioning unit at the Public Works building; determine how such sum shall be raised; said sum to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Not Be Adopted

ARTICLE 31: APPROPRIATE FOR TRAFFIC SIGNAL REPLACEMENT

To see if the Town will vote to raise and appropriate \$40,000 to replace traffic signal control equipment; determine how such sum shall be raised; said sum to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 32: APPROPRIATE FOR SIDEWALK REPAIRS

To see if the Town will vote to raise and appropriate \$40,000 to repair or replace sidewalks at various locations; determine how such sum shall be raised; said sum to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 33: APPROPRIATE FOR GLOVER MEMORIAL HOSPITAL EQUIPMENT

To see if the Town will vote to raise and appropriate \$405,000 for the purchase of equipment at the Glover Memorial Hospital; said sum to be raised by borrowing; to be spent under the direction of the Trustees of Glover Memorial Hospital; or take any other action relative thereto.

INSERTED BY: Trustees of Glover Memorial Hospital

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 34: APPROPRIATE FOR HOSPITAL RENOVATIONS

To see if the Town will vote to raise and appropriate \$420,000 for the remodeling, reconstructing or making extraordinary repairs to the Glover Memorial Hospital; said sum to be raised by borrowing; to be spent under the direction of the Trustees of the Glover Memorial Hospital; or take any other action relative thereto.

INSERTED BY: Trustees of Glover Memorial Hospital

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 35: AMEND GENERAL BY-LAWS SECTIONS 5.1 AND 5.4 (GLOVER MEMORIAL HOSPITAL)

To see if the Town will vote to amend the General By-Laws Article 5 Glover Memorial Hospital as follows:

By amending the last sentence of Section 5.1 Trustees to read as follows:

"No employee of the Hospital shall be a member of the Board.";

and by amending the last sentence of Section 5.4 Powers of Trustees to read as follows:

"The Board shall appoint the officers and employees of the Hospital, shall determine their duties, responsibilities and compensation and may, in their discretion, remove any one of them.";

or take any other action relative thereto.

INSERTED BY: The Trustees of the Glover Memorial Hospital
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 36: AN ACT FURTHER REGULATING THE TERMS OF A SPECIAL ACCOUNT FOR THE GLOVER MEMORIAL HOSPITAL OF THE TOWN OF NEEDHAM

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court, in compliance with clause (1), Section 8 of Article LXXXIX of the Amendments to the Constitution, for the enactment of a special law in the form of the proposed act printed below as part of this Article and entitled "AN ACT FURTHER REGULATING THE TERMS OF A SPECIAL ACCOUNT FOR THE GLOVER MEMORIAL HOSPITAL OF THE TOWN OF NEEDHAM" or in such form as the General Court may deem appropriate, as a law relating to the Town of Needham; or take any other action relative thereto.

Be it enacted by the Senate and House of Representatives in the General Court assembled and by the authority of same, as follows:

SECTION 1. Chapter five hundred and one of the acts of nineteen hundred and eighty nine is hereby repealed.

SECTION 2. Chapter thirty-four of the acts of nineteen hundred and eighty-eight is hereby amended by striking out section four and inserting in place thereof the following Section:

SECTION 4. Expenditures from the special account may be made, within the items contained in the current approved budget, without appropriation, by the director or other official of the hospital authorized by the trustees. Such expenditures shall be made solely for the operation, maintenance and support of the hospital and for the provision of capital equipment and plant for the hospital, subject, however, to any limitations imposed upon the expenditure of funds appropriated by the Town or received as grants. In addition, upon approval by a two-thirds vote of the trustees, expenditures from such account may be (i) loaned with proper surety and security as may be determined by the Town Counsel and Director of Finance, for purposes of assisting in physician recruitment; or (ii) transferred to Glover Medical Staff Development, Inc., a non-profit corporation, for purposes of being loaned by said corporation, with proper surety and security as may be determined by the Town Counsel and Director of Finance, for purposes of assisting in recruitment of physicians on the hospital's medical staff. The trustees shall file monthly with the Director of Finance, the Board and the Finance Committee of the Town statements of expenditures made and of receipts from operations for the month and fiscal year to date for the operation, maintenance and support of the hospital, for capital expenditures, and for loans, or transfers to Glover Medical Staff Development, Inc., for purposes of assisting in physician recruitment. Said reports shall show budget expenditures and receipts for the month and fiscal year to date. Annually, within one hundred and twenty days after the close of the fiscal year, the trustees shall file with the Director of Finance, the Board and the Finance Committee of the Town and with the Bureau a report showing all expenditures made during such fiscal year for the operation, maintenance and support of any capital purchases for the hospital, and for loans, or transfers to Glover Medical Staff Development, Inc., for purposes of assisting in physician recruitment from special account, all receipts from operations of the hospital and all other amounts deposited in the special account.

SECTION 3. This act shall be subject to amendment or repeal only by laws enacted by the general court in conformity with the provisions of section eight of Article LXXXIX of Articles of Amendment to the Constitution, and shall not be subject to the provisions of chapter forty-three B of the General laws.

SECTION 4. This act shall take effect upon its acceptance by the Town of Needham.

INSERTED BY: The Trustees of the Glover Memorial Hospital
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

**ARTICLE 37: AMEND GENERAL BY-LAWS SECTION 1.8, 2.1, AND 7.2
(BUILDING COMMITTEES AND CONSTRUCTION)**

To see if the Town will vote to amend the General By-Laws regarding building committees and the construction, reconstruction, alteration and enlargement of Town-owned buildings as follows:

- A. By amending Section 1.8, Motions Relating to Town Building Committees, by deleting subsections 1.8.1, 1.8.2, and 1.8.3 entirely and inserting the following:

"Any motion presented to the Town Meeting which provides for the establishment of any committee to study or undertake the construction, reconstruction, alteration or enlargement of a Town-owned building or structure shall be submitted to the Moderator for his review before being offered on the floor of the Town Meeting."

- B. By amending Article 2 Town Administration and Organization under Section 2.1 General by inserting new subsection 2.1.4 as follows:

"2.1.4 Construction, Reconstruction, Alteration or Enlargement of Town-owned Buildings

2.1.4.1 Every Town contract for the construction, reconstruction, alteration or enlargement of a Town-owned building, involving an expenditure of one hundred thousand dollars or more, shall provide, among other appropriate terms, that no person shall be appointed "clerk-of-the-works", "resident engineer" or "resident inspector" of such projects unless at the time thereof he or she shall be registered by the Commonwealth as an architect or professional engineer under the provisions of General Laws, Chapter 112, or shall have a professional degree in a field providing equivalent experience and shall have at least five years experience in the construction and supervision of construction of buildings. The Town board, committee, commission or department letting such contract shall require candidates for appointment as "clerk-of-the-works", "residential engineer" or "resident inspector" of the project to provide the board, committee, commission or department aforesaid with satisfactory evidence of their professional qualifications and experience.

2.1.4.2 Before the solicitation of bids for the construction, reconstruction, alteration or enlargement of a Town-owned building, the Town board, committee, commission, or department charged with such construction, reconstruction, alteration or enlargement shall submit the plans therefor to the Town Inspection Department for review and for such recommended changes as may be necessary to bring such plans into conformity with applicable state and municipal building codes."

- C. By amending Subsection 2.7.2 Building Committees by inserting a new paragraph 2.7.2.1 as follows:

"2.7.2.1 Any committee established to study or to undertake the construction, reconstruction, alteration or enlargement of a Town-owned building or structure, whether established by Town Meeting or the Awarding Authority, shall provide that the membership of the committee shall include, among others, the following: (a) a registered professional engineer pursuant to M.G.L. Chapter 112 or if not registered, a person who shall have had at least five years of experience in the supervision of construction and the keeping of accurate records and accounts thereof; (b) an accountant; (c) an attorney-at-law; (d) a person with prior experience as a member of a building committee; and (e) the Town's ADA Coordinator, designated pursuant to ADA Regulation 35.107, or his/her designee. If an appointing authority required to make an appointment specified in clauses (a), (b), (c) or (d) shall report to the Town Clerk that no qualified and willing candidates are available for such appointment, said authority may, instead, appoint a person experienced as an executive in a financial, business or construction organization."; and

- D. By renumbering former paragraphs 2.7.2.1 and 2.7.2.2 as 2.7.2.2 and 2.7.2.3 respectively;
or take any action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 38: AMEND GENERAL BY-LAWS SECTION 10.2.2

To see if the Town will vote to amend the General By-Laws, Article 10 Penalties and Enforcement of Town By-Laws, Rules and Regulations as follows:

- 1) By amending Section 10.2.2.3 Police Regulations by adding to the end thereof:

"S. Snow and Ice on Sidewalks (Sub-Section 3.1.9)
Fine Schedule:
\$10 per offense"

and

- (2) By amending Section 10.2.2.6 Board of Health Regulations by adding as follows:

- A. Amend the title of Section 10.2.2.6 A to read:
"Disposal of Refuse-Article 3";
- B. Amend the title of Section 10.2.2.6 B to read;
"Nuisance and General Sanitation-Article 4";
- C. Amend the title of Section 10.2.2.6 C to read:
"Hazardous Waste Clean-Up-Article 2"; and
- D. By adding a new Subsection 10.2.2.6 D as follows:
- "D. All Other Board of Health Regulations Not Otherwise Specified
Enforcement Agent: Health Director and Sanitarian
Fine Schedule:
\$20 per offense"

or take any other action relative thereto.

INSERTED BY: Board of Selectmen and Board of Health
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 39: CONTINUE BUILDINGS AND GROUNDS STUDY COMMITTEE

To see if the Town will vote to continue the Buildings and Grounds Study Committee, established by vote of the 1991 Annual Town Meeting under Article 35; direct and authorize said Committee to continue to study the creation of a Centralized Buildings and Grounds Division which would coordinate repair and renovation projects and monitor the maintenance of existing buildings and grounds, to explore the potential benefits, if any, of contracting for such services with private companies; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

(A report will be made to Town Meeting.)

INSERTED BY: Buildings and Grounds Study Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 40: CONTINUE SOLID WASTE DISPOSAL/RECYCLING ADVISORY COMMITTEE

To see if the Town will vote to continue and rename the Solid Waste Disposal Study Committee, to the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and last continued by vote under Article 51 of the 1992 Annual Town Meeting; direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 41: CONTINUE PARKING FACILITIES STUDY COMMITTEE

To see if the Town will vote to continue the Parking Facilities Study Committee initially established by vote of the Town under Article 4 of the Special Town Meeting in May 1986 and last continued by vote under Article 46 of the 1991 Annual Town Meeting; direct and authorize said Committee to study the parking needs and problems of the community; and report its recommendation to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Parking Facilities Study Committee

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 42: CONTINUE SCHOOL SAFETY STUDY COMMITTEE

To see if the Town will vote to continue the School Safety Study Committee, established by vote of the 1991 Special Town Meeting under Article 10; direct and authorize said Committee to continue the study and evaluation of safe walking routes for Needham School children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances and to generally examine the issue of safe student access to and from their schools; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: School Safety Study Committee

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 43: CONTINUE SCHOOL DEPARTMENT FACILITIES BUILDING COMMITTEE

To see if the Town will vote to continue the School Department Facilities Building Committee, as originally established by vote under Article 37 of the 1991 Annual Town Meeting; and last continued by vote under Article 54 of the 1992 Annual Town Meeting; to study and develop plans for the construction, reconstruction, alteration, enlargement, renovation or expansion of the facilities under the jurisdiction of the School Department and to serve as the core of any Committee later established to oversee the development and implementation of plans for work on a particular facility; said committee members to be appointed by the School Committee and said members shall include but not be limited to the Superintendent or his designee, one or more representatives of the School Committee and all those persons required by section 2.7.2.1 of the General By-laws of the Town of Needham; direct and authorize said Committee to report its findings and recommendations at the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: School Department Facilities Building Committee

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 44: CONTINUE ENVIRONMENTAL ZONING COMMITTEE

To see if the Town will vote to continue the Environmental Zoning Committee, as originally established by vote under Article 60 of the 1992 Annual Town Meeting; direct and authorize said Committee to study the possibility of placing all of the wells in Needham in the Aquifer Protections Zone; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 45: CONTINUE FUTURE SCHOOL NEEDS STUDY COMMITTEE

To see if the Town will vote to continue the Future School Needs Committee, its members to be appointed by the Town bodies, as originally established by vote under Article 77 of the 1951 Annual Town Meeting ; and last continued by vote under Article 52 of the 1992 Annual Town Meeting; direct and authorize said Committee to continue its work - studying population trends and other factors which impact on the future adequacy of school facilities as heretofore authorized and to report with its recommendations to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Future School Needs Committee

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 46: OMNIBUS ARTICLE

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for, or proposed by the Selectmen, or any Town Officer or Committee; to appoint such committees as may be decided upon; and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least 7 days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 9th day of March, 1993.

Sally B. Davis, Chairman
John D. Marr, Jr.
David F. Eldridge, Jr.
H. Phillip Garrity, Jr.

a true copy

Attest:

Constable

CAPITAL IMPROVEMENT PLAN

Dear Finance Committee and Town Meeting Members:

We are pleased to submit the proposed FY94-98 Capital Improvement Plan (CIP) which the Board of Selectmen is required to submit under the Town's General By-Law, Article II Section 2.3.

This CIP is the proposed schedule for the expenditure of funds to build, replace, and maintain the public facilities needed by the citizens of Needham. The Capital Budget is the first year of the CIP and will be reflected in Town Meeting Warrant Articles 21-34. Sections I, II, and III include those projects being proposed for the May 1993 Annual Town Meeting. The project in Section IV will likely come before a Fall 1993 Special Town Meeting. Information regarding deferred/future Capital projects is found in Section V of this document.

The Capital Budget Articles are distinct from the Town's Operating Budget. The Operating Budget authorizes the expenditure, on a one-year basis, of funds for salaries, fringe benefits, the purchase of services, supplies and equipment. It also includes the principle and interest on bonds previously issued to support past capital projects. Since effective management of Town services depends on the timely combination of manpower, supplies and facilities, the Town's Capital Improvement Plan should be given the same attention and scrutiny that is given to the Operating Budget.

The primary focus of the Capital Improvement Plan for FY94-98 is the protection of the health and safety of our residents and the prevention of physical deterioration to our community facilities. It is important to understand, however, that the planning process for the Capital Improvement Plan will be an ongoing, highly dynamic one in which future priorities may change as the needs of the Town and its financial condition changes.

No School Department projects (except for computer equipment) were submitted to the Town Administrator/Board of Selectmen under the time frame established in the Town's By-Laws. While the School Department has other substantial capital needs, it is in the process of preparing a comprehensive review of its buildings and equipment. It is anticipated that necessary School Capital projects will be included in next years' (FY95-99) Capital Improvement Plan. In the interim, the School Department is preparing a summary of the types of building renovations that may be required during the FY95-98 period.

This Capital Improvements Plan represents our best estimates of the Town's capital requirements at this time. Obviously, the difficult choice will be the funding of these capital projects. While many future capital needs have been identified for the FY95-98 period, it is ultimately up to Town Meeting, with the recommendation of the Finance Committee, to evaluate all projects and the funding options. We believe it is useful, however, to bring to the Finance Committee and Town Meeting's attention our recommendations for maintaining the Town's capital assets.

BOARD OF SELECTMEN

EXECUTIVE SUMMARY

FY94-98 CAPITAL IMPROVEMENT PLAN

The following is an overview of the FY94-98 Capital Improvement Plan. Projects shown in Section I, II, and III are being recommended for Finance Committee and Town Meeting consideration at the May 1993 Annual Town Meeting.

I. RECOMMENDED PROJECTS-FUNDING FROM GENERAL FUND REVENUES

It is recommended that the following capital projects be funded from General Fund Revenues:

ARTICLE 19 - TOWNWIDE DATA PROCESSING SYSTEM (\$400,000): The current data processing system is 11 years old and functionally obsolete. Hardware maintenance alone is \$70,000 per year. The accounting, billing and collection applications, which were written by in-house programmers, no longer meet the needs of the Town or its residents. In FY92 the Town appropriated \$25,000 to prepare bid specifications for a new system (including a School and Public Safety System - see below). The new system will have integrated financial management applications and office automation software. Bids for the Townwide system are due March 1 so that final costs will be known by Town Meeting.

ARTICLE 20 - PUBLIC SAFETY DISPATCH/RECORD KEEPING SYSTEM: (\$200,000): The existing system is a Radio Shack TRS80 that is 8 years old. It is used by the Police Department for record keeping purposes only. The Town is proposing to purchase an integrated police/fire record keeping/dispatching system that will tie into the E-911 emergency system currently being implemented by New England Telephone.

ARTICLE 21 - SCHOOL DEPARTMENT STUDENT RECORDS SYSTEM (\$130,000): Currently the Town's Data Processing Division provides the School Department with a variety of data processing services (e.g., class and student scheduling, report cards, absence reports). With the Town's plans to discontinue its current system, the School Department and Data Processing Division have selected a replacement system called Mac School. During FY93 this system was implemented at the High School while the existing Town System continued to serve the Middle and Elementary Schools. In FY94 the School Department and Data Processing Division are proposing to extend the Mac School system to the Middle School and Elementary Schools.

II. RECOMMENDED PROJECTS - FUNDING FROM DEDICATED REVENUE SOURCES

It is recommended that funding for the following capital projects come from dedicated revenue sources (fees and charges) rather than general tax revenues. As such, these projects would not come under the Town's Proposition 2 1/2 tax limit. They should be reviewed, however, with these same scrutiny as any capital project since they are ultimately financed by the taxpayers of Needham.

ARTICLE 22 - SEWER SYSTEM REHABILITATION (\$250,000): This represents the Town's ongoing program to reduce infiltration and inflow into the sewer system. While \$250,000 for capital projects is anticipated for each of the next five years, only funding for FY94 is being requested at this time.

ARTICLE 23 - SOLID WASTE TRANSFER TRAILER REPLACEMENT (\$75,000): The three 107 cubic yard transfer trailers used to transport Needham's solid waste to Millbury have been in service for four years. Due to the heavy wear and tear on them, the trailers are experiencing more frequent repairs and increasing "down time". The DPW is proposing that one trailer be replaced in FY94 and the other two in FY95. At this time, only the FY94 replacement is being proposed to the Finance Committee and Town Meeting. The recommended funding is a three year bond issue funded by a \$5 increase in the landfill fee.

ARTICLE 24 - SEWER PUMP STATION AUXILIARY POWER (\$40,000): This represents the installation of an auxiliary engine to supply power to the three sewage pumps at the West Street Sewer Pump Station. Failure of the existing system during power outages results in overflows from manholes into brooks, homes and businesses.

ARTICLE 25 - WATER SYSTEM REHABILITATION (\$500,000): This represents the Town's ongoing program to replace and maintain its water distribution system. While \$500,000 for capital projects is anticipated for each of the next five years, only funding for FY94 is being proposed at this time.

ARTICLE 26 - STORM DRAINAGE IMPROVEMENTS (\$30,000): This project represents an ongoing program to construct or extend surface drainage to areas where no drains exist and to reduce the use of sanitary sewers for the removal of surface water run-off.

ARTICLE 27 - RECYCLING EXPANSION (\$318,000): It is recommended that the first phase of a \$430,000 project to expand the Landfill recycling area be funded. This phase involves repaving, new drainage, new curbing and the purchase of blocks and fencing at the transfer station/recycling area. The recommended funding is through the issuance of general fund debt, funded by a \$10-12 increase in the landfill sticker fee.

III. RECOMMENDED PROJECTS - FUNDING FROM RESERVES

It is recommended that each of the following projects be funded from the Stabilization Fund rather than through bonding. These projects total \$155,000.

ARTICLE 28 - FIRE DEPARTMENT BRUSH TRUCK (\$25,000): The existing brush truck is a 1985 pick-up type model. It is the only "off road" vehicle operated by the Fire Department. Because of its age and the type of use, it has high repair costs and excessive down time. A new vehicle will have a useful life of 6-7 years.

ARTICLE 29 - FIRE DEPARTMENT COMMAND VEHICLE (\$30,000): The existing vehicle is a 1990 Ford Bronco. It is driven by the on duty Deputy Fire Chief and goes to every fire call as well as non-emergency calls. The Fire Department is proposing to transfer the existing vehicle to the Fire Inspectors, who are currently using a 1988 Bronco.

ARTICLE 30 - DPW REPLACE AIR CONDITIONING UNIT (\$20,000): The current air conditioning unit was installed in the mid-1960's and has required constant repair in recent years. The unit is meant to cool approximately 70 percent of the second floor of the DPW building. Following a Boston Edison energy audit last year, the DPW was informed that the unit can no longer be maintained. Replacement with an energy efficient model was recommended.

ARTICLE 31 - DPW TRAFFIC SIGNAL REPLACEMENT (\$40,000): The DPW is proposing to replace one traffic signal controller each year for the next five years. This equipment is between 15-20 years old and, in many cases, replacement parts no longer exist. At this time, funding for FY94 only is being proposed.

ARTICLE 32 - DPW SIDEWALK REPAIR (\$40,000): In recent years funds for sidewalk maintenance have been almost completely eliminated due to budget constraints. With the reduction in School busing and the re-opening of an elementary school there is a great need for sidewalk repairs along designated walking routes in order to provide for the safety of school children.

IV. ANTICIPATED PROJECT FOR FALL 1993 TOWN MEETING - FUNDING THROUGH A DEBT EXCLUSION VOTE

It is recommended that voters be given the option of funding this project through a Debt Exclusion to Proposition 2 1/2.

PUBLIC WORKS - LANDFILL CLOSURE (\$5,900,000): As a result of Massachusetts Department of Environmental Protection (DEP) regulations, the Town will have to cease operations at the Landfill by January 1994 and proceed with its closure. At the 1992 Annual Town Meeting, \$200,000 was approved for the initial engineering and related costs for the closure plan. It is anticipated that in the Fall of 1993, an additional \$5.9 million will be requested for closure costs, although the Solid Waste/Recycling Committee is looking at options to extend the life of the Landfill as permitted by a recent change in State law. Regardless of the Landfill closing date, closing costs could increase significantly if the DEP determines that the Landfill poses a threat to wetlands in the area. Funding a \$5,900,000 Landfill closing through a Debt Exclusion to Proposition 2 1/2 will add approximately \$60 to the average residential tax bill. As an alternative, funding could be from general fund revenues if the Town increased the Landfill fee by \$75 per sticker.

V. DEFERRED PROJECTS - PRIORITY FOR FUTURE YEAR FUNDING

The following projects are being deferred, but should be considered as priority projects in future years. In general, each of the projects shown below are necessary in order to provide for the health or safety of residents or in order to maintain existing Town facilities.

Rosemary Pool Rehabilitation
Sidewalk Repairs (continued)
Traffic Signal Replacement (continued)
Recycling Expansion (continued)
Storm Drainage Improvements (continued)
Fire Vehicle Rehabilitation
Voting System

Bleachers at Memorial Park
Kendrick St. Sewer Pump Generator
Transfer Station Storage Facility
Storm Water Discharge Study
Storm Drainage Master Plan
Resurface Memorial Park Parking Lot

VI. REQUESTED PROJECTS: NO RECOMMENDATION FOR FUNDING

At this time there is not sufficient justification or available funding to recommend the following projects.

Resurface Newman Tennis Courts
Charles River St. Bridge Reconst.*

Construct Basketball Courts at DeFazio Field
Sewer Construction (By Petition)

*State grant funds may be available for funding.

PLANNING BOARD SUMMARY

In accordance with Article 84 of the Annual Town Meeting of 1963, the Planning Board submits the following brief report regarding its zoning amendment articles inserted in the 1993 Annual Town Meeting Warrant. It should be noted that in accordance with its usual custom, the Board will also make a more complete report available to all Members who attend Town Meeting in May.

RE: Article 4: Parking Waiver Special Permit/Major Project Special Permit

This article is technical in nature and would clarify Board jurisdiction as it relates to the issuance of special permits waiving strict adherence to the minimum number of required parking spaces or to the application of parking design requirements. The Planning Board would be designated as the Special Permit Granting Authority for such waivers in the Center Business District. The Board of Appeals would be designated as the Special Permit Granting Authority for such waivers in all zoning districts excepting the Center Business District. Additionally, the Major Project Site Plan Special Permit threshold would be expanded within the Center Business District to include those projects which involve a change in use and which result in an increase in the number of required parking or loading spaces.

RE: Article 5: Establishment of Neighborhood Business District

Article 5 establishes a new business district entitled the "Neighborhood Business District". (The actual boundaries of the new district are described in Article 6.) Proposed regulations include a list of uses that are permitted by right or by special permit; a maximum floor area ratio, or F.A.R., of 0.50; a minimum lot size of 10,000 square feet; a minimum lot frontage of 80 feet; a maximum building height of 2 1/2 stories and 35 feet; a minimum front setback of 20 feet, or a setback consistent with the setbacks of principal buildings existing on the premises as of the date of this provision, or the average of the two adjacent buildings, whichever is less restrictive; and provisions for a 50-foot rear or side setback, 10 feet of which must be landscaped, when located adjacent to a residentially zoned district.

Refinements in the parking regulations are also provided. Proposed regulations include provisions authorizing shared parking for uses having peak demands at different times and provisions regulating the number, location and width of driveways.

Other features of the new Neighborhood Business District are provisions regulating the location of building entrances, with the Planning Board authorized to grant special permits in certain cases; provisions which would enable the Planning Board to conduct Site Plan Review with input from the Design Review Board and to grant special permits for any construction project which creates or adds gross floor area or any project which involves a change in part or all of an existing building or lot from one use category to another and which results in an increase in the number of required parking or loading spaces; and provisions authorizing the Design Review Board to review all projects which require a building permit and which are not related to projects previously reviewed as "Major Projects" under Site Plan Review.

RE: Article 6: Map Change to Neighborhood Business District

This article describes the geographical boundaries of the new Neighborhood Business District, which would include : (1) all land now zoned business and lying between the Charles River and Fisher Street, between South Street and the M.B.T.A. right-of-way; (2) all land now zoned Business and lying between Fisher Street and Charles River Street, between South Street and the SRA district east of the M.B.T.A. right-of-way; (3) all land now zoned Business and lying between Wilson Lane and the SRA district east of the Cochrane Dam, between South Street and the SRA district north of the Charles River; (4) all land now zoned Business and lying between Great Plain Avenue and the SRB district south of Newbury Park, between Broad Meadow Road and the SRB district east of Ridgeway Avenue; (5) all land now zoned Business and lying between the Sudbury Aqueduct and Central Avenue, between Route 128 and Reservoir Street; (6) all land now zoned Business and lying between the Sudbury Aqueduct, Vara Lane, and Reservoir Street; (7) all land now zoned Business and lying between Vara Lane and Central Avenue, between Reservoir Street and the SRB district west of Hamilton Place; (8) all land now zoned Business and lying between Central Avenue and the Industrial district west of the Charles River, between Reservoir Street and the SRB district west of Elliot Street; and (9) all land now zoned Business and lying between Route 128, Central Avenue and Reservoir Street.

RE: Article 7: Map Change to General Residence District

This article describes the geographical boundaries of the area proposed to be placed in the General Residence District. The expanded General Residence District would include all land now zoned Single Residence B and lying in the area between Highland Avenue, Webster Street, the M.B.T.A. right-of-way, and Gould Street.

REPORT OF THE PUBLIC WORKS DEPARTMENT

The Operating Budget of the Public Works Department proposed for Fiscal Year 1994 is 5.1 million dollars with 2.6 million earmarked for salaries and 2.5 million for expenses. As in prior years, a considerable amount of money found in the Public Works Budget is actually expended for the benefit of other Town agencies. In an effort to assist Town Meeting Members to understand a most complex budget that comprises 72 pages of statistical data, the following information is provided. Of the \$261,510. requested for the Engineering Division, \$23,231. is for service to the Assessor's Department, \$16,529. for the Planning Board, and \$19,089. for other Town agencies. Of the \$571,570. requested in the Park Division, \$187,320. is to service the needs of the Park and Recreation Commission, \$27,679. for the Conservation Commission at Ridge Hill, and \$84,517. for Memorial Park.

The Public Works Budget contains the same basic services from year to year, the cost of which generally follows the rate of inflation. There is one specific exception to this theory; namely the cost of solid waste collection and disposal.

The solid waste costs are at this time primarily tax supported, and the increases must be absorbed by the Public Works Budget. A significant effort has been made to control the spiraling waste disposal costs by expanding the Town's participation in recycling to reduce the waste stream that ultimately is shipped to Wheelabrator in Millbury, Massachusetts. The passage of the Mandatory Recycling Article at the 1990 Town Meeting was the first step in making those non-recycling residents aware of the magnitude of the solid waste problem. Since that mandate which addressed mainly papers and glass, the composting of leaves and yardwaste, tin cans, corrugated cardboard, tires and appliances has been added and the result has been a significant reduction in the waste stream.

The Disposal Sticker Program established by vote of the 1991 Town Meeting to raise \$150,000 to offset a cut of \$167,923. in the Public Works Budget was implemented on December 1, 1991. Revenues totaling more than \$190,000. were collected in Fiscal Year 1992 through the issuance of 11,000 stickers.

The Public Works Department, with assistance from the Solid Waste and Recycling Advisory Committee, has established the Guaranteed Annual Tonnage to be committed to Wheelabrator for the 17 year balance of the 20 year contract. This tonnage was set at 8,500, effective July 1, 1991.

Perhaps another statistic that would provide helpful to Town Meeting Members is the amount of revenue brought into the Town each year through the direct and indirect efforts of the Department. As a result of increased user charges, previously established by the Selectmen, a total of 2.66 million dollars was received from various sources in Fiscal Year 1992. It is reasonable to assume that at least 2.7 million dollars will be received in Fiscal Years 1993 and 1994.

Following is an explanation of Public Works Articles as they appear in the Warrant for this Town Meeting:

RE: ARTICLE 3 AUTHORIZATION TO EXPEND STATE FUNDS

Continuing changes in what was formerly known as the Chapter 90 Program require an affirmative vote on this Article to ensure the receipt of funds from the Commonwealth. The Article merely authorizes the Board of Selectmen to contract with the State for maintenance projects on eligible Town roads. Funds borrowed by the Town and reimbursed by the State will be dedicated to resurfacing existing pavements on Public Ways, or to address traffic improvements.

RE: ARTICLE 22 SEWER SYSTEM REHABILITATION

The Department is continuing the Infiltration/Inflow (I/I) Removal Program. This program is an on-going three step process to reduce the extraneous and/or illegal clear water flow overloading portions of the Needham Sewer System, and the MWRA Sewer Facilities leading to and including the Boston Harbor Treatment Plants. The first step is an I/I Analysis of the entire Town Sewer System to determine the general locations and magnitude of the problem. The second step is the Sewer System Evaluation Study (SSES) to assess the problem areas in detail and identify the appropriate corrective action. The third step is to design and undertake the corrective action. The Sewer Division is coordinating with other DPW Divisions to undertake this and other work necessary below ground prior to any roadway pavement improvements.

RE: ARTICLE 23 SOLID WASTE TRANSFER TRAILER REPLACEMENT

The three 107 cubic yard transfer trailers used to transport Needham's solid waste to Millbury have been in service for over four years. Due to the heavy wear and tear on them, the trailers are experiencing more frequent repairs and increasing "down-time". The DPW is proposing that one trailer be replaced in Fiscal Year 1994 and the other two trailers in Fiscal Year 1995. The trailers will most likely be placed on a three year replacement schedule with one trailer replaced each year.

RE: ARTICLE 24 WEST STREET SEWER STATION AUXILIARY POWER

The existing auxiliary engine is capable of supplying power to only one of the three sewage pumps. There is no auxiliary power to supply other functions within the building. This is especially difficult during a night time power failure. In the event of a mechanical failure of the single pump connected to the auxiliary engine, the station would become totally inoperable. The failure to convey the sewage would result in a flooded pump station and the incoming gravity piping. This causes overflows from manholes to the environment generally reaching brooks and streams, or from building connections into homes and businesses.

RE: ARTICLE 25 WATER SYSTEM REHABILITATION

The Department is continuing the program of improving and modernizing the Town's water system. Numerous locations throughout Town have been identified, either by age, by water pressure or quality problems, or frequent main breaks, as needing relining or replacement. The recent enactment of the Federal and State Safe Drinking Water Act (SDWA) regulations have caused the DPW to seek out and identify those portions of the system where the portion of the service connections to homes and businesses within the public way may contain lead components. These will most likely be required to be eliminated. The Water Division is coordinating with other DPW Divisions to undertake this and other work necessary below ground prior to any roadway pavement improvements.

RE: ARTICLE 26 STORM DRAINAGE IMPROVEMENTS

The Department is re-establishing an on-going program to construct or extend surface drainage to areas where no drainage exist. This is to prevent the flooding from Town streets or properties onto private property, and to reduce the use of sanitary sewers for the removal of surface water run-off.

RE: ARTICLE 27 RECYCLING EXPANSION

The 1990 Town Meeting adopted a Mandatory Recycling Article. This was in preparation for the anticipated Massachusetts Solid Waste Master Plan which was targeting a significant portion of the waste stream to be recycled. It was also in anticipation of setting our Guaranteed Annual Tonnage (GAT) to be delivered to Millbury for the balance of the 20 year contract. Since that time the DPW has worked to expand the participation using various methods. Unfortunately these efforts have been stymied by the lack of space and flexibility within the existing Recycling Area. The Highway Superintendent has developed several conceptual solutions to achieve greater flexibility to adjust to market trends and disposal options. The concepts that appear to offer the greatest potential involve a re-channelization of the vehicle traffic. This would involve a new traffic flow pattern offering greater ease of access to and an expansion of the various items to recycle. It would also offer better control in allowing direct access to individual drop-off areas, such as the yard waste and composting area. In order to achieve our recycling goals, these changes need to take place. We have maximized the capacity of the current facility. The work anticipated in this Article involve the site work necessary to clear and prepare the new approach roadways including paving and drainage, the construction of a third container drop-off wall to accommodate the recycling items and miscellaneous equipment and appurtenances. The balance of the Fiscal Year 1994 request is for contract preparation, advertisement and supervision.

RE: ARTICLE 30 REPLACEMENT OF DPW AIR CONDITIONER UNIT

This air conditioning unit is the larger of two units installed in the mid-1960's. It serves approximately 70 percent of the 2nd floor area of the DPW Main Building. It has required constant repair during the past few years and frequently fails during the most extreme weather periods. Following a recent energy audit, the DPW was informed that it can no longer be effectively repaired. Replacement parts are no longer manufactured and must be specially fabricated. Replacement with an energy efficient unit is recommended.

RE: ARTICLE 31 REPLACEMENT OF TRAFFIC SIGNAL CONTROL EQUIPMENT

The Department operates and maintains 15 intersections fully controlled by traffic signals and appurtenant equipment. An additional 5 intersections are controlled by flashing beacons. The age of the control equipment ranges from 2 to 20 years. Many of the older electro-mechanical controllers are obsolete and unreliable. Repair parts are not readily available and the systems must be operated in a flashing mode for sustained periods of time. The DPW is proposing to replace one traffic signal controller each year for the next five years.

RE: ARTICLE 32 SIDEWALK RECONSTRUCTION

As a result of the level funding of street maintenance functions during the last several years, sidewalks have received less attention in the hierarchy of street maintenance. The School Department's decision to reduce funding for bus transportation has required that more school age children walk longer distances to school. This has placed greater emphasis on the condition of sidewalks along designated walking routes. In anticipation of recommendations from the School Safety Study Committee, the DPW proposes to address the repair and repaving of the sidewalks along specific walking routes. The work proposed in this request is strictly for existing sidewalks.

GENERAL GOVERNMENT SALARY AND STAFFING SCHEDULE

Of Funded Full-Time Equivalent Positions

(Excludes Summer/Seasonal Positions)

GENERAL GOVERNMENT

<u>TITLE</u>		<u>FUNDED</u> <u>GRADE</u> <u>FY 91</u>	<u>FUNDED</u> <u>FY 92</u>	<u>FUNDED</u> <u>FY 93</u>	<u>CURRENT</u> <u>SALARY RANGE</u>
<u>Assessors</u>					
Administrative Assessor	M-2	1.00	1.00	1.00	\$41,509 - \$49,538
Asst. Administrative Assessor	T-14	1.00	1.00	1.00	\$27,927 - \$37,060
Administrative Coordinator	T-10	1.00	1.00	1.00	\$21,069 - \$27,956
Department Specialist	T-9	1.00	1.00	1.00	\$19,550 - \$25,945
Department Assistant 3	T-8	1.00	1.00	1.00	\$18,035 - \$23,931
Department Assistant 2	T-7	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	\$16,742 - \$22,217
Subtotal:		6.00	6.00	6.00	
<u>Board of Health</u>					
Director	M-2	0.53	0.53	0.80	\$41,509 - \$49,538
Sanitarian	T-15	1.00	1.00	1.00	\$30,166 - \$40,030
Nutritionist	T-14	1.00	1.00	0.67	\$27,927 - \$37,060
Public Health Nurse	T-14	1.25	1.25	1.25	\$27,927 - \$37,060
Administrative Assistant	T-9	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	\$19,550 - \$25,945
Subtotal:		4.78	4.78	4.72	
<u>Selectmen</u>					
Town Administrator	NA	1.00	1.00	1.00	\$65,040
Sr. Administrative Coordinator	S-11	1.00	1.00	1.00	\$22,163 - \$29,410
Senior Building Custodian	T-10	1.00	1.00	1.00	\$21,069 - \$27,956
Department Assistant 1	T-6	1.13	1.13	1.13	\$15,788 - \$20,949
Junior Building Custodian	T-5	<u>1.53</u>	<u>1.43</u>	<u>1.43</u>	\$14,887 - \$19,757
Subtotal:		5.66	5.56	5.56	
<u>Building</u>					
Inspector of Buildings	M-2	1.00	1.00	1.00	\$41,509 - \$49,538
Plumbing & Gas Inspector	S-14	0.53	0.53	0.53	\$27,927 - \$37,060
Wiring Inspector	S-14	0.50	0.50	0.50	\$27,927 - \$37,060
Administrative Assistant	T-9	1.00	1.00	1.00	\$19,550 - \$25,945
Department Assistant 2	T-7	1.00	1.00	1.00	\$16,742 - \$22,217
Code Enforcement Officer	Sch C	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>	\$13.10/hour
Subtotal:		4.28	4.28	4.28	

1993 ANNUAL TOWN MEETING WARRANT

TOWN OF NEEDHAM, MASSACHUSETTS

GENERAL GOVERNMENT, Continued

<u>TITLE</u>	<u>GRADE</u>	<u>FUNDED FY 91</u>	<u>FUNDED FY 92</u>	<u>FUNDED FY 93</u>	<u>CURRENT SALARY RANGE</u>
<u>Council on Aging</u>					
Executive Director	M-1	1.00	1.00	1.00	\$36,218 - \$43,224
Associate Director	T-13	0.75	1.00	1.00	\$25,857 - \$34,313
Outreach Worker	T-12	0.00	0.92	0.92	\$23,953 - \$31,786
Assistant P/T	Sch C	0.00	0.47	0.47	\$9.17/hour
Clerk, C.O.A. P/T	Sch C	0.00	0.13	0.13	\$9.17/hour
Program Coordinator	Sch C	0.00	0.19	0.19	\$11.81/hour
Senior Building Custodian	T-10	<u>0.23</u>	<u>0.23</u>	<u>0.23</u>	\$21,069 - \$27,956
Subtotal:		1.98	3.94	3.94	
<u>Park & Recreation</u>					
Director	M-2	1.00	1.00	1.00	\$41,509 - \$49,538
Assistant Director	T-13	1.00	1.00	1.00	\$25,857 - \$34,313
Administrative Assistant	T-9	1.00	1.00	1.00	\$19,550 - \$25,945
Department Assistant 2	T-7	<u>0.53</u>	<u>0.53</u>	<u>0.53</u>	\$16,742 - \$22,217
Subtotal		3.53	3.53	3.53	
<u>Personnel</u>					
Director	M-2	1.00	1.00	1.00	\$41,509 - \$49,538
Administrative Assistant	S-9	1.00	1.00	1.00	\$19,550 - \$25,945
Department Specialist*	S-9	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	\$19,550 - \$25,945
Subtotal:		2.00	3.00	3.00	
<u>Planning</u>					
Director	M-2	1.00	1.00	1.00	\$41,509 - \$49,538
Department Assistant 3	T-8	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	\$18,035 - \$23,931
Subtotal:		2.00	2.00	2.00	
<u>Town Clerk</u>					
Town Clerk	Elected	1.00	1.00	1.00	\$44,000
Assistant Town Clerk	T-10	1.00	1.00	1.00	\$21,069 - \$27,956
Department Assistant 2	T-7	2.00	2.00	2.00	\$16,742 - \$22,217
Department Assistant 1	S-6	<u>0.24</u>	<u>0.24</u>	<u>0.24</u>	\$15,788 - \$20,949
Subtotal:		4.24	4.24	4.24	
<u>Veterans Services</u>					
Director	Sch C	0.80	0.80	0.80	\$26,567.50/year
Department Assistant 3	T-8	<u>0.53</u>	<u>0.53</u>	<u>0.53</u>	\$18,035 - \$23,931
Subtotal:		1.33	1.33	1.33	

*This position was previously listed in the Finance Department.

TOWN OF NEEDHAM, MASSACHUSETTS

1993 ANNUAL TOWN MEETING WARRANT

GENERAL GOVERNMENT, Continued

<u>TITLE</u>	<u>GRADE</u>	<u>FUNDED FY 91</u>	<u>FUNDED FY 92</u>	<u>FUNDED FY 93</u>	<u>CURRENT SALARY RANGE</u>
<u>Youth Commission</u>					
Director	M-1	1.00	1.00	1.00	\$36,218 - \$43,224
Youth Services Counselor	T-12	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	\$23,953 - \$31,786
Subtotal:		2.00	2.00	2.00	
<u>Accounting</u>					
Town Comptroller	M-2	1.00	1.00	1.00	\$41,509 - \$49,538
Administrative Specialist	T-10	1.00	1.00	1.00	\$21,069 - \$27,956
Department Specialist	T-9	1.00	1.00	1.00	\$19,550 - \$25,945
Department Assistant 3	T-8	<u>0.80</u>	<u>0.80</u>	<u>0.80</u>	\$18,035 - \$23,931
Subtotal		3.80	3.80	3.80	
<u>Retirement</u>					
Administrative Specialist	T-10	1.00	1.00	1.00	\$21,069 - \$27,956
Department Assistant 2	T-7	<u>0.53</u>	<u>0.53</u>	<u>0.53</u>	\$16,742 - \$22,217
Subtotal:		1.53	1.53	1.53	
<u>Finance</u>					
Director	M-4	0.00	0.00	0.00	\$52,672 - \$62,862
Department Specialist*	T-9	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	\$19,550 - \$25,945
Subtotal:		1.00	0.00	0.00	
<u>Data Processing</u>					
Director	M-3	1.00	1.00	1.00	\$46,032 - \$54,937
Senior Systems Analyst	T-16	1.00	1.00	1.00	\$32,572 - \$43,223
Systems Analyst	T-13	1.00	1.00	1.00	\$25,857 - \$34,313
Programmer/Computer Operator	T-11	1.00	1.00	1.00	\$22,163 - \$29,410
Computer Operator	T-10	1.00	1.00	1.00	\$21,069 - \$27,956
Control Clerk	T-9	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	\$19,550 - \$25,945
Subtotal:		6.00	6.00	6.00	
<u>Treasurer</u>					
Treasurer/Collector	M-2	1.00	1.00	1.00	\$41,509 - \$49,538
Administrative Coordinator	T-10	1.00	1.00	1.00	\$21,069 - \$27,956
Department Specialist	T-9	1.00	1.00	1.00	\$19,550 - \$25,945
Department Assistant 3	T-8	1.90	1.90	1.30	\$18,035 - \$23,931
Department Assistant 2	T-7	1.00	1.00	1.00	\$16,742 - \$22,217
Department Assistant 1	T-6	<u>0.47</u>	<u>0.47</u>	<u>0.47</u>	\$15,788 - \$20,949
Subtotal:		6.37	6.37	5.77	

*This position is now listed in the Personnel Department.

1993 ANNUAL TOWN MEETING WARRANT

TOWN OF NEEDHAM, MASSACHUSETTS

GENERAL GOVERNMENT, Continued

<u>TITLE</u>		<u>FUNDED</u> <u>GRADE</u> <u>FY 91</u>	<u>FUNDED</u> <u>FY 92</u>	<u>FUNDED</u> <u>FY 93</u>	<u>CURRENT</u> <u>SALARY RANGE</u>
<u>Library</u>					
Director	M-2	1.00	1.00	1.00	\$41,509 - \$49,538
Assistant Director	S-15	1.00	1.00	1.00	\$30,166 - \$40,030
Reference Supervisor	S-14	1.00	1.00	1.00	\$27,927 - \$37,060
Children's Librarian	S-13	1.00	1.00	1.00	\$25,857 - \$34,313
Cataloger	S-13	1.00	1.00	1.00	\$25,857 - \$34,313
Reference Librarian	S-12	0.00	1.00	1.00	\$23,953 - \$31,786
Circulation Supervisor	S-10	1.00	1.00	1.00	\$21,069 - \$27,956
Assistant Children's Librarian	S-9	1.00	1.00	1.00	\$19,550 - \$25,945
Assistant Cataloger	S-9	1.00	1.00	1.00	\$19,550 - \$25,945
Senior Building Custodian	S-9	1.00	1.00	1.00	\$19,550 - \$25,945
Department Assistant 3	T-8	0.00	1.00	1.00	\$18,035 - \$23,931
Library Assistant 2	S-7	1.00	2.00	2.00	\$16,742 - \$22,217
Jr. Building Custodian	T-5	0.00	1.00	1.00	\$14,887 - \$19,757
Reference Librarian P/T	Sch C	0.36	0.72	1.20	\$11.23/hour
Library Assistant 2 P/T	Sch C	0.61	3.40	4.51	\$ 7.79/hour
Jr. Building Custodian P/T	Sch C	0.17	0.19	0.32	\$ 8.42/hour
Page	Sch C	<u>0.37</u>	<u>2.20</u>	<u>2.54</u>	\$4.96 - \$5.26/hour
Subtotal:		11.51	20.51	22.57	
GENERAL GOVERNMENT TOTAL:		68.01	78.87	80.27	

Other

Animal Inspector	Sch C	n/a	n/a		\$3,225.21/year
Conservation Officer	Sch C	n/a	n/a		\$13.10/hour
Finance Comm. Exec. Secretary	Sch C	n/a	n/a		\$12,150.76/year
Town Counsel	Sch C	n/a	n/a		\$44,070/year
Director, Civil Defense	Sch C	n/a	n/a		\$ 3,000/year
Sealer of Weights & Measures	Sch C	n/a	n/a		\$ 7,433.28/year
Comm. Sec. Board of Appeals	Sch C	n/a	n/a		\$11.22/hour
Recording Secretary P/T	Sch C	n/a	n/a		\$11.38/hour

POLICE DEPARTMENT

<u>TITLE</u>		<u>FUNDED</u> <u>GRADE</u> <u>FY 91</u>	<u>FUNDED</u> <u>FY 92</u>	<u>FUNDED</u> <u>FY 93</u>	<u>CURRENT</u> <u>SALARY RANGE</u>
Chief	M-5	1.00	1.00	1.00	\$59,764 - \$71,324
Lieutenant	P-4	3.00	3.00	3.00	\$39,800 - \$45,367
Sergeant	P-3	8.00	8.00	8.00	\$35,059 - \$35,518
Police Officer	P-2	35.00	38.00	38.00	\$26,555 - \$29,599
Animal Control Officer	PB-1	1.00	1.00	1.00	\$23,956 - \$31,786
Administrative Specialist	T-10	1.00	1.00	1.00	\$21,069 - \$27,956
Maintenance Worker/Custodian	S-10	1.00	1.00	1.00	\$21,069 - \$27,956
Department Assistant 2	T-7	1.00	1.00	1.00	\$16,742 - \$22,217

TOWN OF NEEDHAM, MASSACHUSETTS

1993 ANNUAL TOWN MEETING WARRANT

POLICE DEPARTMENT (Continued)

<u>TITLE</u>	<u>GRADE</u>	<u>FUNDED FY 91</u>	<u>FUNDED FY 92</u>	<u>FUNDED FY 93</u>	<u>CURRENT SALARY RANGE</u>
Traffic Supervisor	Sch C	1.86	1.86	1.86	\$12.12/hour
Parking Enforcement Attendant	S-6	<u>0.93</u>	<u>0.93</u>	<u>0.93</u>	\$15,788 - \$20,949
Subtotal:		53.79	56.79	56.79	

FIRE DEPARTMENT

<u>TITLE</u>	<u>GRADE</u>	<u>FUNDED FY 91</u>	<u>FUNDED FY 92</u>	<u>FUNDED FY 93</u>	<u>CURRENT SALARY RANGE</u>
Fire Chief	M-5	1.00	1.00	1.00	\$59,764 - \$71,324
Deputy Fire Chief, Operations	F-4	1.00	1.00	1.00	\$47,010
Deputy Fire Chief	F-4	4.00	4.00	4.00	\$37,731 - \$41,497
Fire Captain	F-3	2.00	2.00	2.00	\$35,174 - \$36,273
Fire Lieutenant	F-2	6.00	6.00	6.00	\$30,343 - \$33,371
Firefighter	F-1	51.00	54.00	54.00	\$25,506 - \$29,019
Asst., Super., Fire Alarm	FA-2	1.00	1.00	1.00	\$30,932 - \$35,775
Lineman	FA-1	0.00	0.00	0.00	\$26,824 - \$30,932
Management Analyst	T-15	1.00	1.00	1.00	\$30,166 - \$40,030
Department Assistant 3	T-8	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	\$18,035 - \$23,931
Subtotal:		68.00	71.00	71.00	

DEPARTMENT OF PUBLIC WORKS

<u>TITLE</u>	<u>GRADE</u>	<u>FUNDED FY 91</u>	<u>FUNDED FY 92</u>	<u>FUNDED FY 93</u>	<u>CURRENT SALARY RANGE</u>
Director	M-5	1.00	1.00	1.00	\$59,764 - \$71,324
Town Engineer	M-3	1.00	1.00	1.00	\$46,032 - \$54,937
Division Super. Highway	M-2	1.00	1.00	1.00	\$41,509 - \$49,538
Division Super. Parks	M-1	1.00	1.00	1.00	\$36,218 - \$43,224
Division Super. Sewer	M-2	1.00	1.00	1.00	\$41,509 - \$49,538
Division Super. Water	M-2	1.00	1.00	1.00	\$41,509 - \$49,538
Garage & Equipment Supervisor	M-1	1.00	1.00	1.00	\$36,218 - \$43,224
Senior Engineer	S-14	1.00	1.00	1.00	\$27,927 - \$37,060
General Foreman	S-14	2.00	2.00	2.00	\$27,927 - \$37,060
Senior Draftsman	S-12	2.00	2.00	2.00	\$23,953 - \$31,786
Survey Party Chief	S-13	2.00	2.00	2.00	\$25,857 - \$34,313
Senior Administrative Coordinator	T-11	1.00	1.00	1.00	\$22,163 - \$29,410
Department Assistant 2	T-7	3.00	3.00	3.00	\$16,742 - \$22,217
Master Mechanic	W-8	1.00	1.00	1.00	\$12.42 - \$14.40/hour
Working Foreman	W-6	9.00	9.00	11.00	\$11.55 - \$13.36/hour
Equipment Mechanic	W-6	3.00	3.00	3.00	\$11.55 - \$13.36/hour
Shovel Operator	W-6	2.00	2.00	2.00	\$11.55 - \$13.36/hour
Public Works Specialist	W-5	0.00	0.00	1.00	\$11.55 - \$13.36/hour
Garage Mechanic	W-4	1.00	1.00	1.00	\$10.70 - \$12.42/hour

1993 ANNUAL TOWN MEETING WARRANT

TOWN OF NEEDHAM, MASSACHUSETTS

DEPARTMENT OF PUBLIC WORKS (Continued)

<u>TITLE</u>	<u>GRADE</u>	<u>FUNDED FY 91</u>	<u>FUNDED FY 92</u>	<u>FUNDED FY 93</u>	<u>CURRENT SALARY RANGE</u>
Heavy Motor Equipment Operator	W-4	11.00	14.00	11.00	\$10.70 - \$12.42/hour
Dispatcher	W-4	1.00	1.00	1.00	\$10.70 - \$12.42/hour
Craftsman	W-4	15.00	12.00	13.00	\$10.70 - \$12.42/hour
Tree Climber	W-4	2.00	2.00	2.00	\$10.70 - \$12.42/hour
Pumping Station Operator	W-4	2.00	2.00	2.00	\$10.70 - \$12.42/hour
Meter Repair	W-4	1.00	1.00	1.00	\$10.70 - \$12.42/hour
Water Meter Reader	W-3	1.00	1.00	1.00	\$10.32 - \$12.04/hour
Maintenance	W-3	3.00	4.00	3.00	\$10.32 - \$12.04/hour
Laborer	W-1	<u>7.00</u>	<u>5.00</u>	<u>8.00</u>	\$9.65 - \$11.12/hour
Subtotal:		77.00	76.00	78.00	
GRAND TOTAL:		266.80	282.66	286.06	

NEEDHAM PUBLIC SCHOOLS STAFFING SCHEDULE

As of January, 1993

<u>CLASSIFICATION</u>	<u>NUMBER OF EMPLOYEES</u>	<u>FULL TIME EQUIVALENCY</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
Superintendent	1	1		\$85,099 yr.
Assistant Superintendent	1	1		\$72,438 yr.
Adm. of Business Services	1	1		\$61,554 yr.
Dir. Pupil Personnel	1	1		\$65,712 yr.
Academic Advisors	48	3.0	\$712 yr.	\$2,550 yr.
Coaches/Assistant Coaches	56		\$1,604 yr.	\$5,460 yr.
Nurse	5	4.5	\$19,576 yr.	\$25,681 yr.
Transportation Coordinator	1	1	\$20,427 yr.	\$25,079 yr.
Media Technician/Aide	3	3	\$20,427 yr.	\$27,843 yr.
Teacher	275	263.95	\$22,760 yr.	\$49,952 yr.
Department Chair/Career	1	0.4	\$37,354 yr.	\$51,979 yr.
M.S. House Administrator	2	2	\$40,643 yr.	\$57,314 yr.
Director Building & Grounds	1	1	\$42,308 yr.	\$47,790 yr.
Director	3	2.2	\$41,634 yr.	\$59,091 yr.
Director Elementary Education	1	1	\$43,337 yr.	\$61,100 yr.
Director of Special Education	1	1	\$43,337 yr.	\$61,100 yr.
Elementary Principal	5	5	\$44,110 yr.	\$64,864 yr.
H.S. Asst. Principal	1	1	\$44,588 yr.	\$63,629 yr.
Middle School Principal	1	1	\$48,871 yr.	\$68,664 yr.
High School Principal	1	1	\$53,650 yr.	\$75,715 yr.
Department Chairs	5	2.0	\$40,616 yr.	\$53,725 yr.
School Aide	13	7	\$6.36 hr.	\$8.21 hr.
Mail Carrier	1	0.5		\$8.67 hr.
Secretary	40	38	\$7.30 hr.	\$15.91 hr.
Notetaker (School Committee)		10 hours per month		\$12.00 hr.
Custodian	31	31	\$10.35 hr.	\$12.67 hr.
Teacher Aide	16	16	\$10.20 hr.	\$16.88 hr.
Maintenance	6	6	\$11.03 hr.	\$14.23 hr.
Accounting Clerk	2	2	\$11.27 hr.	\$13.53 hr.
Payroll Clerk/Supervisor	2	1.75	\$11.27 hr.	\$15.60 hr.
Warehouse Person	1	0.5	\$12.56 hr.	\$14.23 hr.
Craftsman	3	3	\$13.39 hr.	\$16.16 hr.
Special Education Tutor	10	6.56	\$10.20 hr.	\$17.17 hr.
Administrative Assistant	2	2	\$15.80 hr.	\$21.39 hr.
Electrician	1	1	\$15.37 hr.	\$19.38 hr.
Bus Driver	1	1		\$10.86 hr.
Long Term Substitute	3	2.8		\$66.81/day

NOTES

NOTES

SPECIAL TOWN MEETING WARRANT



TOWN OF NEEDHAM

8:00 P.M.

MONDAY, MAY 3, 1993

NEEDHAM HIGH SCHOOL

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in Elections and in Town Affairs to meet at the Needham High School in said Town on

MONDAY, THE THIRD DAY OF MAY, 1993

at eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: AMEND CLASSIFICATION AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to amend the Classification and Standard Rates of Compensation Schedule, effective July 1, 1992, so that the position classification of "Division Superintendent, Parks" is changed from M-1 to M-2; or take any other action relative thereto.

INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 2: AMEND FISCAL YEAR 1993 BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1993 Operating Budget, adopted under Article 24 at the 1992 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 3: APPROPRIATE TO STABILIZATION FUND

To see if the Town will vote to raise and appropriate a sum of \$400,000 to the Stabilization Fund, as provided for under MGL Chapter 40, Section 5B as amended; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 4: AUTHORIZE JOINT MUNICIPAL SERVICES AGREEMENT

To see if the Town will authorize the Board of Selectmen to apply for, accept and utilize from the Commonwealth of Massachusetts Department of Environmental Protection a grant for yard/wood waste shredding equipment and authorize the Board of Selectmen, on behalf of the Town as grantee, to enter into an agreement with a

private contractor to operate the equipment and authorize the Selectmen on behalf of the Town to enter into intermunicipal agreements with other communities to share use of the equipment for a term not to exceed 25 years, determine the maximum financial liability of the Town; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 13th day of April 1993.

John D. Marr, Jr., Chairman
David F. Eldridge, Jr.
H. Phillip Garrity, Jr.
Sally B. Davis
Ted Owens

Selectmen of Needham

A TRUE COPY

Attest:

Constable

Walter A. Wright, Jr.

ATTN: SPECIAL TOWN MEETING WARRANT

TOWN OF NEEDHAM



TOWN CLERK'S RECORDS

OF THE

STATE PRIMARY

September 15, 1992

STATE ELECTION

November 3, 1992

SPECIAL TOWN MEETING

November 3, 1992

ANNUAL TOWN ELECTION

April 12, 1993

ELECTIONS

(To Break Tie Vote in Precinct A For Town Meeting Member)

(To Break Tie Vote in Precinct G For Town Meeting Member)

(To Break Tie Vote in Precinct I For Town Meeting Member)

(To Break Tie Vote in Precinct C For Town Meeting Member)

April 20, 1993

ELECTION

(To Break Tie Vote in Precinct G For Town Meeting Member)

May 3, 1993

ANNUAL TOWN MEETING

May 3, 1993

SPECIAL TOWN MEETING

May 3, 1993

SPECIAL TOWN MEETING

May 4, 1993



printed on recycled paper

RECORD OF STATE PRIMARY

The ballot box returns in the Precincts were as follows:

September 15, 1992

Pursuant to a Warrant issued by the Selectmen September 1, 1992, the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the fifteenth day of September in the year 1992 at 7:00 A.M. for the purpose of nominating State and County officers. The polls remained open until 8:00 P.M.

The meeting was called to order and the Warrant and Officer's Return were read by the Wardens of the Precincts.

The ballot boxes were inspected and found to be empty with the registers set on 0000. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective wardens.

The polling places had been designated as follows:

Precinct A -	Hillside School
Precinct B -	Hillside School
Precinct C -	Newman Middle School
Precinct D -	High Rock School
Precinct E -	Pollard Middle School
Precinct F -	Stephen Palmer Community Room
Precinct G -	Broadmeadow School
Precinct H -	Broadmeadow School
Precinct I -	William Mitchell School - Gymnasium
Precinct J -	William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

The total number of votes cast was as follows:

	<u>Republican</u>	<u>Democrat</u>	<u>Independent Voters Party</u>	<u>Total</u>
Precinct A	102	395	1	498
Precinct B	124	446	1	571
Precinct C	159	434	1	594
Precinct D	155	487	0	642
Precinct E	171	459	0	630
Precinct F	177	563	0	740
Precinct G	131	522	1	654
Precinct H	155	598	0	753
Precinct I	125	487	0	612
Precinct J	148	478	1	627

TOTAL VOTE - 6,321
(34.20% of Registered Voters)

The result of the balloting was as follows:

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
<u>REPUBLICAN PARTY</u>											
Total # of Votes Cast	102	124	159	155	171	177	131	155	125	148	1,447
<u>REPRESENTATIVE IN CONGRESS (Ninth District)</u>											
Martin D. Conboy	55	49	67	64	70	81	70	78	58	67	659
Patrick J. Walsh	33	54	63	74	81	61	43	53	51	56	569
Scattered Write-Ins	-	1	-	-	-	-	-	-	-	-	1
Blanks	14	20	29	17	20	35	18	24	16	25	218
<u>COUNCILLOR (Second District)</u>											
Michael M. Murphy	44	52	75	71	97	88	65	72	64	71	699
Jerrald M. Vengrow	33	46	58	59	51	52	49	49	39	57	493
Blanks	25	26	26	25	23	37	17	34	22	20	255
<u>SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District)</u>											
David H. Locke	83	103	131	122	154	143	108	121	102	126	1,193
Scattered Write-Ins	-	1	-	-	1	-	-	-	-	2	4
Blanks	19	20	28	33	16	34	23	34	23	20	250
<u>REPRESENTATIVE IN GENERAL COURT (Eleventh Norfolk District)</u>											
William D. McKinney	-	-	-	-	156	-	-	121	-	-	277
Blanks	-	-	-	-	15	-	-	34	-	-	49
<u>REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District)</u>											
Jeffrey M. East	79	106	139	129	-	148	103	-	107	128	939
Scattered Write-Ins	-	-	-	-	-	-	-	-	-	2	2
Blanks	23	18	20	26	-	29	28	-	18	18	180
<u>SHERIFF (Norfolk County)</u>											
Paul F. Kelly	78	96	130	127	142	135	100	114	99	109	1,130
Blanks	24	28	29	28	29	42	31	41	26	39	317
<u>COUNTY COMMISSIONER (Norfolk County)</u>											
Robert A. Frazier	62	74	106	94	112	119	83	96	82	94	922
James G. Mullen, Jr.	60	74	107	102	121	122	81	94	77	107	945
Blanks	82	100	105	114	109	113	98	120	91	95	1,027

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
<u>DEMOCRATIC PARTY</u>											
Total # of Votes Cast	395	446	434	487	459	563	522	598	487	478	4,869
<u>REPRESENTATIVE IN CONGRESS (Ninth District)</u>											
John Joseph Moakley	299	311	302	359	326	429	395	425	352	347	3,545
Scattered Write-Ins	-	-	-	-	1	-	-	-	-	1	2
Blanks	96	135	132	128	132	134	127	173	135	130	1,322
<u>COUNCILLOR (Second District)</u>											
Edward P. Foley	106	143	115	176	162	164	197	260	175	155	1,653
Howard M. Kahalas	139	123	136	109	99	117	85	100	106	129	1,143
Joseph M. Mahaney	51	51	56	65	45	94	60	64	57	40	583
Blanks	99	129	127	137	153	188	180	174	149	154	1,490
<u>SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District)</u>											
Paula Childs	118	145	124	170	118	137	129	176	126	107	1,350
Cheryl A. Jacques	249	268	271	268	288	359	317	339	315	330	3,004
J. Joseph Lydon	20	28	31	44	47	59	70	68	37	34	438
Blanks	8	5	8	5	6	8	6	15	9	7	77
<u>REPRESENTATIVE IN GENERAL COURT (Eleventh Norfolk District)</u>											
Marie-Louise Kehoe	-	-	-	-	221	-	-	330	-	-	551
Maryanne Lewis	-	-	-	-	223	-	-	244	-	-	467
Blanks	-	-	-	-	15	-	-	24	-	-	39
<u>REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District)</u>											
Lida Harkins	308	334	337	373	-	446	395	-	379	366	2,938
Scattered Write-Ins	-	-	-	-	-	-	-	-	-	1	1
Blanks	87	112	97	114	-	117	127	-	108	111	873
<u>SHERIFF (Norfolk County)</u>											
Clifford H. Marshall	231	250	239	267	237	322	285	337	275	274	2,717
Scattered Write-Ins	-	-	-	-	-	-	-	-	-	1	1
Blanks	164	196	195	220	222	241	237	261	212	203	2,151
<u>COUNTY COMMISSIONER (Norfolk County)</u>											
Peter H. Collins	85	114	106	113	108	123	135	157	115	115	1,171
John Gillis	99	85	73	95	68	94	96	124	95	94	923
William P. O'Donnell	178	202	180	220	208	270	249	286	215	222	2,230
John F. Youngclaus	65	65	75	72	69	79	66	66	60	50	667
Blanks	363	426	434	474	465	560	498	563	489	475	4,747

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
<u>INDEPENDENT VOTERS PARTY</u>											
Total # of Votes Cast	1	1	1	-	-	-	1	-	-	1	5
<u>REPRESENTATIVE IN CONGRESS (Ninth District)</u>											
No Nomination	-	1	1	-	-	-	1	-	-	1	4
Scattered Write-Ins	1	-	-	-	-	-	-	-	-	-	1
Blanks											
<u>COUNCILLOR (Second District)</u>											
No Nomination	-	-	-	-	-	-	1	-	-	1	2
Scattered Write-Ins	1	1	1	-	-	-	-	-	-	-	3
Blanks											
<u>SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District)</u>											
No Nomination	-	1	-	-	-	-	-	-	-	1	2
Scattered Write-Ins	1	-	1	-	-	-	1	-	-	-	3
Blanks											
<u>REPRESENTATIVE IN GENERAL COURT (Eleventh Norfolk District)</u>											
No Nomination	-	-	-	-	0	-	-	0	-	-	0
Scattered Write-Ins	-	-	-	-	0	-	-	0	-	-	0
Blanks											
<u>REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District)</u>											
No Nomination	0	1	0	0	-	0	1	-	0	1	3
Scattered Write-Ins	1	0	1	0	-	0	0	-	0	0	2
Blanks											
<u>SHERIFF (Norfolk County)</u>											
No Nomination	-	-	-	-	-	-	1	-	-	1	2
Scattered Write-Ins	1	1	1	-	-	-	-	-	-	-	3
Blanks											
<u>COUNTY COMMISSIONER (Norfolk County)</u>											
No Nomination	-	-	-	-	-	-	1	-	-	2	3
Scattered Write-Ins	2	2	2	-	-	-	1	-	-	-	7
Blanks											

The ballots cast in the several precincts were returned to the Town Clerk in the sealed packages. The voting lists used at the entrances to the polling places and at the ballot boxes and copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 10:12 P.M., September 15, 1992.

A true copy

Attest:

Theodora K. Eaton, CMC,
Town Clerk

RECORD OF STATE ELECTION

November 3, 1992

Pursuant to a Warrant issued by the Selectmen October 13, 1992, the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the sixth day of November in the year 1990 at 7:00 A.M. in the forenoon. The polls remained open until eight o'clock in the afternoon.

The polling places had been designated as follows:

Precinct A -	Hillside School
Precinct B -	Hillside School
Precinct C -	Newman Middle School
Precinct D -	High Rock School
Precinct E -	Pollard Middle School
Precinct F -	Stephen Palmer Community Room
Precinct G -	Broadmeadow School
Precinct H -	Broadmeadow School
Precinct I -	William Mitchell School - Gymnasium
Precinct J -	William Mitchell School - Gymnasium

The ballot box returns in the Precincts were as follows:

<u>PRECINCTS</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
7:00 A.M.	0	0	0	0	0
8:00 A.M.	150	162	173	182	210
9:00 A.M.	263	310	358	375	322
10:00 A.M.	443	461	509	554	502
11:00 A.M.	576	641	679	675	651
12:00 NOON	702	765	829	816	818
1:00 P.M.	767	884	985	942	915
2:00 P.M.	884	1050	1093	1047	1017
3:00 P.M.	988	1166	1174	1139	1092
4:00 P.M.	1141	1292	1290	1238	1187
5:00 P.M.	1285	1452	1412	1380	1290
6:00 P.M.	1420	1566	1637	1519	1405
7:00 P.M.	1572	1794	1669	1700	1576
8:00 P.M.	1647	1871	1749	1781	1648

PRECINCTS

	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>
7:00 A.M.	0	0	0	0	0
8:00 A.M.	191	178	190	194	215
9:00 A.M.	356	358	343	327	406
10:00 A.M.	503	490	490	445	539
11:00 A.M.	658	639	617	594	690
12:00 NOON	803	783	798	679	820
1:00 P.M.	890	851	924	810	933
2:00 P.M.	1012	947	1015	916	1045
3:00 P.M.	1135	1028	1110	1020	1134
4:00 P.M.	1241	1160	1213	1154	1264
5:00 P.M.	1436	1258	1354	1295	1382
6:00 P.M.	1639	1430	1488	1457	1530
7:00 P.M.	1800	1607	1634	1595	1724
8:00 P.M.	1908	1721	1718	1680	1811

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 11:44 P.M., November 3, 1992.

The total number of votes cast was as follows:

Precinct A	1647
Precinct B	1865
Precinct C	1751
Precinct D	1782
Precinct E	1648
Precinct F	1909
Precinct G	1721
Precinct H	1720
Precinct I	1680
Precinct J	1807

TOTAL VOTE - 17,530
Including 9 Absentee Ballot Received
through November 13, 1992

(89.81% of Registered Voters)

The result of the balloting was as follows:

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
Total # of votes Cast	1647	1865	1751	1782	1648	1909	1721	1720	1680	1807	17,530

ELECTORS OF PRESIDENT AND VICE PRESIDENT

BUSH and QUAYLE	460	549	608	621	612	695	619	590	528	598	5,880
CLINTON and GORE	849	934	787	852	701	886	783	766	866	863	8,287
FULANI and MUNOZ	2	4	2	1	1	-	1	-	3	3	17
HAGELIN and TOMPKINS	1	-	-	-	1	1	-	1	3	2	9
LaROUCHE, JR. and BEVEL	-	3	-	-	-	1	1	1	-	-	6
MARROU and LORD	9	5	2	1	5	7	6	10	4	4	53
PEROT and STOCKDALE	284	319	294	273	294	254	279	275	252	292	2,816
PHILLIPS and KNIGHT, JR.	-	6	3	1	2	-	1	1	1	2	18
Scattered Write-Ins	-	1	3	5	2	-	-	2	-	2	15
Blanks	42	44	52	28	30	65	30	74	23	41	429

REPRESENTATIVE IN CONGRESS (Ninth District)

John Joseph Moakley, Boston	1038	1075	996	1051	931	1104	1045	1061	1039	1100	10,440
Martin D. Conboy, Easton	338	470	481	478	509	501	427	423	420	465	4,512
Robert W. Horan, Boston	43	63	46	45	37	48	36	34	41	37	430
Lawrence C. Mackin,											
Braintree	49	59	48	43	41	43	42	37	36	48	446
Scattered Write-Ins	-	-	-	-	-	-	-	-	-	-	-
Blanks	179	198	180	165	130	213	171	165	144	157	1,702

COUNCILLOR (SECOND DISTRICT)

Michael M. Murphy, Canton	577	679	709	733	720	770	679	685	643	710	6,905
Edward P. Foley, Dedham	767	818	718	751	630	758	692	708	703	777	7,322
Scattered Write-Ins	-	-	-	-	-	1	-	-	-	-	1
Blanks	303	368	324	298	298	380	350	327	334	320	3,302

SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District)

David H. Locke, Wellesley	557	665	714	722	722	809	675	734	632	673	6,903
Cheryl A. Jacques, Needham	1008	1100	956	990	870	1002	976	900	980	1070	9,852
Scattered Write-Ins	-	-	-	-	-	-	-	1	2	-	3
Blanks	82	100	81	70	56	98	70	85	66	64	772

REPRESENTATIVE IN GENERAL COURT (Eleventh Norfolk District)

Marie-Louise Kehoe, Dedham	-	-	-	-	898	-	-	987	-	-	1,885
William D. McKinney, Dedham	-	-	-	-	600	-	-	568	-	-	1,168
Scattered Write-Ins	-	-	-	-	1	-	-	-	-	-	1
Blanks	-	-	-	-	149	-	-	165	-	-	314

REPRESENTATIVE IN GENERAL COURT

Lida Harkins, Needham	1033	1052	992	1042	-	1098	998	-	1013	1093	8,321
Jeffrey M. East, Needham	440	600	596	603	-	635	558	-	525	570	4,527
Richard E. Jones, Needham	59	58	39	38	-	42	41	-	32	38	347
Blanks	115	155	124	99	-	134	124	-	110	106	967

SHERIFF (Norfolk County)

Clifford H. Marshall, Quincy	823	846	748	791	678	853	777	746	774	843	7,879
Paul F. Kelly, Millis	521	683	682	703	689	699	595	665	588	653	6,478
Scattered Write-Ins	-	-	-	-	-	1	-	-	-	-	1
Blanks	303	336	321	288	281	356	349	309	318	311	3,172

COUNTY COMMISSIONER (Norfolk County)

Robert A. Frazier, Canton	455	561	596	621	625	658	518	532	522	559	5,647
John Gillis, Quincy	598	609	496	522	432	524	495	482	485	549	5,192
James G. Mullen, Jr., Milton	358	511	546	511	564	600	443	480	463	519	4,995
William P. O'Donnell, Norwood	564	592	505	535	428	564	551	546	516	564	5,365
James B. Geary, Avon	94	83	78	73	68	80	62	79	70	71	758
Paul R. Seaman, Walpole	108	108	90	100	76	91	80	87	68	87	895
Blanks	1117	1266	1191	1202	1103	1301	1293	1234	1236	1265	12,208

NORFOLK COUNTY CHARTER COMMISSION (Eleventh Norfolk)

Marcia M. Carleton, Needham	517	608	560	578	454	553	469	466	510	565	5,280
Robert D. Hall, Needham	640	658	590	580	589	543	590	685	624	610	6,109
Write-Ins:											
Sally B. Powers, Needham	18	31	75	127	131	189	147	43	82	78	921
Scattered Write-Ins	1	-	1	3	-	2	-	2	2	1	12
Blanks	471	568	525	494	474	622	515	524	462	553	5,208

QUESTION #1 (Tax on Cigarettes and Smokeless Tobacco)

Yes	981	1195	1163	1147	1098	1276	1135	1150	1125	1176	11,446
No	599	582	512	564	495	532	511	507	511	586	5,399
Blanks	67	88	76	71	55	101	75	63	44	45	685

QUESTION #2 (Public Reporting of Corporate Tax Information)

Yes	867	1004	856	941	847	1006	872	854	935	955	9,137
No	603	639	651	655	630	633	634	677	550	660	6,332
Blanks	177	222	244	186	171	270	215	189	195	192	2,061

QUESTION #3 (Requiring Reduced, Reusable or Recyclable Packaging)

Yes	688	840	795	836	781	922	812	756	911	867	8,208
No	901	944	886	887	822	885	846	898	731	890	8,690
Blanks	58	81	70	59	45	102	63	66	38	50	632

QUESTION #4 (Tax on Oils and Hazardous Materials)

Yes	681	799	705	753	704	832	669	696	726	762	7,327
No	858	940	907	932	857	907	944	911	855	953	9,064
Blanks	108	126	139	97	87	170	108	113	99	92	1,139

QUESTION #5 (Create Norfolk County Charter Commission)

Yes	630	729	699	734	666	783	722	672	671	731	7,037
No	754	824	738	793	737	764	743	771	779	821	7,724
Blanks	263	312	314	255	245	362	256	277	230	255	2,769

QUESTION #6 (Proposition 2 1/2 - Pollard School Building)

Yes	700	845	858	848	845	918	904	768	822	854	8,362
No	764	799	695	771	653	710	654	768	731	781	7,326
Blanks	183	221	198	163	150	281	163	184	127	172	1,842

The ballots cast in the several precincts were returned to the Town Clerk in the sealed cases. The voting lists used at the entrance to the polling places and at the ballot boxes, and copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 11:44 P.M., November 3, 1992.

Theodora K. Eaton, CMC
Town Clerk

a true copy
ATTEST:

SPECIAL TOWN MEETING

November 16, 1992

Pursuant to a Warrant issued by the Selectmen October 27, 1992, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Derwood A. Newman Middle School on Wednesday, October 28, 1991, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Checklists were used and 289 voters, including 248 Town Meeting Members, were checked on the list as being present.

The meeting was called to order at 7:30 o'clock by the Moderator, Richard P. Melick. The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

Rev. Paul C. Clayton, President of the Needham Clergy Association, and Pastor, Congregational Church of Needham, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are one Town Meeting Family with a common goal: the best interest of the community.
 2. Rise to be recognized and address the chair; speak your name so that the Town Clerk can complete her records.
 3. Disclosure required by one employed as an attorney by another who is interested in a matter; General By-Laws, Art. I, section 5.
 4. If lengthy or complicated motions are not drafted and reviewed by the Moderator prior to being placed on the floor, then the speaker will yield the floor to another speaker while the drafting and formulation process is occurring.
 5. Short motions to amend and procedural motions need not be in writing.
- Parliamentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elong or permit debate after a motion to move the previous question has been voted in the affirmative.
7. Limits of debate shall be enforced.
 8. Questions asked for general information purposes unnecessary for the consideration of the matter on the floor shall be ruled out of order.
 9. If a speaker either makes any reference whatsoever to the existence or presence of cameras within the hall or within the sole discretion of the Moderator it is believed that the remarks of the speaker are in any way affected by the existence of the cameras, then in either event the speaker will be ruled out of order and requested to immediately be seated.

10. After a motion to put the previous question has been voted, a member may rise to a point of information only to inquire (1) what the motion or motions are that are to be put pursuant to said vote, or (2) to ask as to the order in which motions are to be so put if there are more than one motion

to be voted upon, and for no other purpose.

Unanimous consent was given to omit the reading of the substance of each article when reached.

ARTICLE 1: ACCEPTANCE OF A CONVEYANCE OF LAND

To see if the Town will vote to authorize the Board of Selectmen to accept a conveyance of approximately 4.24 acres of land for \$1.00, subject to easements and restrictions, said land being located off Central Avenue and adjacent to the Town's landfill and being a portion of land presently owned by 850 Tower Corporation; to see if the Town will vote to adopt a preamble to declare it an emergency measure necessary for the convenience of the Town; or take any other action relative thereto.

MOVED: That the Town authorize the Board of Selectmen to accept a conveyance of approximately 4.24 acres of land for \$1.00, subject to easements and restrictions, said land being located off Central Avenue and adjacent to the Town's landfill and being a portion of land presently owned by 850 Tower Corporation.

David S. Tobin, Town Counsel, addressed this proposal on behalf of the Board of Selectmen. He explained that the landfill has encroached on this piece of land and, because WHDH is transferring some land to a third party, the conveyance to the Town of land abutting the landfill would eliminate any possible hazardous waste concerns. This proposed conveyance also allows WHDH to enter on this land to work on a underground grid.

Mr. John D. Marr, Jr., member of the Board of Selectmen, also supported this proposal.

ACTION: The main motion was presented and carried unanimously by voice vote.

NOTE: See final vote on Article 1 after vote on Article 2.

ARTICLE 2: CITIZEN'S PETITION: AMEND ZONING BY-LAW (Residential Hospice House)

To see if the Town will vote to amend the existing Zoning By-Law of the Town of Needham as follows:

By amending section 1.3, the Definitions section, and section 3.2, the Schedule of Use Regulations, by adding the following provisions:

1.3 Definitions

Residential Hospice House - a single-family detached dwelling, in which care is given to terminally ill patients who have medically documented prognoses of less than six months to live. A residential hospice house under these by-laws shall not include a "facility" licensed by the Department of Public Health of the Commonwealth of Massachusetts pursuant to 105 CMR s.141.299, Appendix A. Hospice services given in a residential hospice house under these by-laws, must be provided by a non-profit, tax exempt, Massachusetts corporation, that holds a license as a hospice care program from the Department of Public Health of the Commonwealth of Massachusetts, pursuant to G.L. chapter 111, s.57D and 105 CMR s.141.000.

3.2 Schedule of Use Regulations

The use of a single-family detached dwelling for a residential hospice house, provided that the following conditions in addition to those set forth at s.1.3 shall apply: (1) up to, but not more than two persons unrelated by blood or marriage, for each bedroom in a residential hospice house, may receive hospice care within the house, up to a maximum of sixteen

persons receiving hospice care in the house; (2) there shall be not less than one parking space for each staff person living on the premises, plus one parking space for each two persons receiving hospice care on the premises; no parking space shall be in any set back area required by this by-law; (3) any dwelling used as a residential hospice house shall comply with the following requirements: a) minimum lot area: 87,120 square feet calculated in accordance with s.4.2.1(a) of this by-law; b) minimum frontage: 150 feet; c) front setback: 50 feet; d) side setback: 25 feet; e) maximum stories: 2-1/2, and maximum height: 35 feet, except that single-family dwellings existing before the passage of this by-law and containing more than 2-1/2 stories or being more than 35 feet in height, may be used as a residential hospice house not subject to these restrictions on height and number of stories, provided that no additions or alterations may be made that would increase the existing height or number of stories; (4) visual buffering in the form of a natural vegetative buffer between the residential hospice house and associated parking areas, and any abutting structure, shall be maintained if such vegetative buffer exists, or created using vegetation consistent with that already on the lot of the residential hospice house, or the surrounding area; (5) modifications to the exterior of an existing structure shall be consistent with the existing structure's predominant character as a single-family home; whenever egress stairways or other exterior renovations are required for Building Code compliance, they shall be contained within the exterior walls of the dwelling; (6) the initial owner or operator of a dwelling used as a residential hospice house shall apply to the Building Inspector for an occupancy permit before any persons receive hospice care within the residential hospice house, and shall demonstrate compliance with the preceding paragraphs 1 through 5; each subsequent owner or operator of a dwelling used as a residential hospice house shall apply to the Building Inspector for an occupancy permit and shall demonstrate continued compliance with the preceding paragraphs 1 through 5.

RRC SRB GR A-1.2 & 3 I B IND IND-1 IND P*
SRA

Y N N N N N N N N

Or take any other action relative thereto.

MOVED: That the Town amend the existing Zoning By-Law of the Town of Needham as follows:

By amending section 1.3, the Definitions section, and section 3.2, the Schedule of Use Regulations, by adding the following provisions:

1.3 Definitions

Residential Hospice House - a single-family detached dwelling, in which care is given to terminally ill patients who have medically documented prognoses of less than six months to live. A residential hospice house under these by-laws shall not include a "facility" licensed by the Department of Public Health of the Commonwealth of Massachusetts pursuant to 105 CMR s.141.299, Appendix A. Hospice services given in a residential hospice house under these by-laws, must be provided by a non-profit, tax exempt, Massachusetts corporation, that holds a license as a hospice care program from the Department of Public Health of the Commonwealth of Massachusetts, pursuant to G.L. chapter 111, s.57D and 105 CMR s.141.000.

3.2 Schedule of Use Regulations

The use of a single-family detached dwelling for a residential hospice house, provided that the following conditions in addition to those set forth at s.1.3 shall apply: (1) up to, but not more than two persons unrelated by blood or marriage, for each bedroom in a residential hospice house, may receive hospice care within the house, up to a maximum of sixteen persons receiving hospice care in the house; (2) there shall be not less than one parking space for each staff person living on the premises, plus one parking space for each two persons receiving hospice care on the premises; no parking space shall be in any set back area required by this

by-law; (3) any dwelling used as a residential hospice house shall comply with the following requirements: a) minimum lot area: 87,120 square feet calculated in accordance with s.4.2.1(a) of this by-law; b) minimum frontage: 150 feet; c) front setback: 50 feet; d) side setback: 25 feet; e) maximum stories: 2-1/2, and maximum height: 35 feet, except that single-family dwellings existing before the passage of this by-law and containing more than 2-1/2 stories or being more than 35 feet in height, may be used as a residential hospice house not subject to these restrictions on height and number of stories, provided that no additions or alterations may be made that would increase the existing height or number of stories; (4) visual buffering in the form of a natural vegetative buffer between the residential hospice house and associated parking areas, and any abutting structure, shall be maintained if such vegetative buffer exists, or created using vegetation consistent with that already on the lot of the residential hospice house, or the surrounding area; (5) modifications to the exterior of an existing structure shall be consistent with the existing structure's predominant character as a single-family home; whenever egress stairways or other exterior renovations are required for Building Code compliance, they shall be contained within the exterior walls of the dwelling; (6) the initial owner or operator of a dwelling used as a residential hospice house shall apply to the Building Inspector for an occupancy permit before any persons receive hospice care within the residential hospice house, and shall demonstrate compliance with the preceding paragraphs 1 through 5; each subsequent owner or operator of a dwelling used as a residential hospice house shall apply to the Building Inspector for an occupancy permit and shall demonstrate continued compliance with the preceding paragraphs 1 through 5.

RRC SRB GR A-1.2 & 3 I B IND IND-1 IND P*
SRA

Y N N N N N N N N

A motion to amend was offered by Paul Killen by deleting the Schedule of Uses therein and replacing it with the following Schedule of Uses:

RRC SRB GR A-1.2 & 3 I B IND IND-1 IND P*
SRA

Up to eight persons
receiving
hospice
care

Y N N N N N N N N

Nine to sixteen people
receiving hospice
care

SP N N N N N N N N

A second motion to amend was offered by Harriet D. Tippet as follows:

1. By deleting the following sentence from Paragraph 1.3 Definition: "A residential hospice house under these by-laws shall not include a 'facility' licensed by the Department of Public Health of the Commonwealth of Massachusetts pursuant to 105 CMR Section 141-229, Appendix A."

2. By deleting the following language from Paragraph 3.2 Schedule of Use Regulations (1), after the words "Two persons", the language "unrelated by blood or marriage", and by changing Section 3.2 Schedule of Use Regulations Section 3(e) to (f) and inserting a new clause (e) as follows: "(e) minimum rear set back: 25 feet;"

Unanimous consent was given to allow Attorneys Carl K. King and Kenneth Margolan, both non-residents, to address Town Meeting.

Mrs. Harriett D. Tippet addressed her proposal in favor of the Hospice facility as it was originally written in the warrant with the two amendments.

Mr. Paul Killeen, Chairman, Planning Board, addressed his amendment on behalf of the Planning Board. He explained that the Planning Board voted to pass this article with the amendment having a two-tiered system requiring a Special Permit with the Board of Appeals for a hospice facility with nine to sixteen residents.

Attorney Kenneth Margolan, representing the Visiting Nurse Association, requested support of Mrs. Tippet's amendment which would allow Needham to have a hospice house quite soon with up to 15 patients/residents at 920 South Street. He explained that it is not economical to house less patients. He also noted that in his experience the Special Permit process is not a panacea. The house at 920 South Street under the present Zoning By-Law could house mentally retarded patients or a private school for emotionally disturbed children if run by a non-profit organization. Mr. Margolan noted that this issue should not be put off. It has been reviewed and discussed for many months and this Town Meeting is the appropriate forum for this article. He urged support of the original article with Ms. Tippet's amendment.

Ms. Kathleen Wright, President, the Visiting Nurse Association, presented a short video tape of the Vermont hospice house.

Sally B. Davis, Chairman, Board of Selectmen, urged support of Mrs. Tippet's amendment. She explained that the Board of Selectmen were in unanimous support and accepted the original citizens' petition because of the tremendous support from the residents of the Town.

Mr. Carl K. King, Attorney for the abutters, addressed his remarks on behalf of Mr. Killeen's motion to amend. He explained that none of his clients are opposed to Hospice or a hospice house on South Street, but they questioned how this should be done. He noted that Town Meeting is being asked tonight to approve this house with no plan. He indicated that the Town Meeting should have the benefit of a full and careful study. He suggested that Town Meeting was being asked to bale the VNA out of the purchase of a depressed house from the bank. He also noted that sixteen is the number of patients needed to make the proposal economical. He also stated that it is appropriate for a hospice house to be located in one residential area, it should be appropriate in all single family areas. Mr. King advised that a Special Permit would give some control over zoning uses.

A motion to move the previous question was offered by Mr. Richard L. Malconian. The motion was presented, but it failed to pass.

In response to an inquiry from Mr. Gerald R. Browne, Needham citizens will have priority at the hospice house and the section under Paragraph 1.3 Definition is being deleted because the Town could give the impression of creating a Zoning By-Law which is viewed as being discriminatory against people with Aids.

Town Meeting Members Suzanne D. Hughes and Barbara K. Popper questioned patients residing on the second floor and the ratio of patient to staff respectively.

After a lengthy discussion, Mr. Lee B. Manning moved the previous question. The motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, but it failed to pass to voice vote.

In response to Mr. Richard B. Weitzen, Kathleen Wright advised that the VNA made the commitment of giving priority to Needham patients. She also indicated that the VNA hopes to have a hospice house in each town serviced by the VNA. According to Ms. Wright, an 8-patient facility would cost the patient \$133. per day while a 15-patient facility would cost the patient \$70. per day.

Mr. Roger B. Hunt, Town Meeting Member, and resident of 969 South Street, spoke in favor of the Planning Board's recommendation

of 8 beds. He indicated that this recommendation provides for proper procedures. Pamela Anderson, former Town Meeting Member and resident of 980 South Street, urged Town Meeting to go slowly and think carefully.

David C. Gerber, Member of the Planning Board, noted that only two members support the Planning Board's amendment. The original vote was split two to two and was subsequently changed to bring the recommendation of the Planning Board to Town Meeting.

Cynthia Conturie suggested that a resolution be passed favoring hospice houses in all areas of the Town.

Mr. John H. Cogswell, Town Meeting Member, and former member of the Planning Board and Board of Appeals, noted that the Special Permit process can become very bureaucratic and costly. He suggested addressing the article on its merits and voting in favor of Mrs. Tippet's amendment.

Mr. William L. Sweet presented 1601 signatures supporting hospice house and records that these signatures become part of the permanent record of the Town.

A motion to move the previous question was offered by Mr. Lee B. Manning. The motion was presented and carried by voice vote.

The following Town Meeting Members were sworn in as tellers by the Moderator: Foster S. Crook, Richard S. Creem, Meredith P. Page, F. Timothy Hegarty, Jr., Leroy J. Nutile, and Deborah L. Robert.

Mr. Killeen's motion to amend was presented, but it failed to pass by a count of hands. The hand count was Yes 39 - No 199.

Mrs. Tippet's motion to amend was presented, and it carried unanimously by a count of hands. The hand count was Yes 233 - No 0.

ACTION: The main motion, as amended, was presented and carried by a count of hands. The hand count was Yes 224 - No 12.

VOTED: That the Town amend the existing Zoning By-Law of the Town of Needham as follows:

By amending section 1.3, the Definitions section, and section 3.2, the Schedule of Use Regulations, by adding the following provisions:

1.3 Definitions

Residential Hospice House - a single-family detached dwelling, in which care is given to terminally ill patients who have medically documented prognoses of less than six months to live. Hospice services given in a residential hospice house under these by-laws, must be provided by a non-profit, tax exempt, Massachusetts corporation, that holds a license as a hospice care program from the Department of Public Health of the Commonwealth of Massachusetts, pursuant to G.L. chapter 111, s.57D and 105 CMR s.141.000.

3.2 Schedule of Use Regulations

The use of a single-family detached dwelling for a residential hospice house, provided that the following conditions in addition to those set forth at s.1.3 shall apply: (1) up to, but not more than two persons for each bedroom in a residential hospice house, may receive hospice care within the house, up to a maximum of sixteen persons receiving hospice care in the house; (2) there shall be not less than one parking space for each staff person living on the premises, plus one parking space for each two persons receiving hospice care on the premises; no parking space shall be in any set back area required by this by-law; (3) any dwelling used as a residential hospice house shall comply with the following requirements: a) minimum lot area: 87,120 square feet calculated in accordance with s.4.2.1(a) of this by-law; b) minimum frontage: 150 feet; c) front

setback: 50 feet; d) side setback: 25 feet; e) minimum rear setback: 25 feet; f) maximum stories: 2-1/2, and maximum height: 35 feet, except that single-family dwellings existing before the passage of this by-law and containing more than 2-1/2 stories or being more than 35 feet in height, may be used as a residential hospice house not subject to these restrictions on height and number of stories, provided that no additions or alterations may be made that would increase the existing height or number of stories; (4) visual buffering in the form of a natural vegetative buffer between the residential hospice house and associated parking areas, and any abutting structure, shall be maintained if such vegetative buffer exists, or created using vegetation consistent with that already on the lot of the residential hospice house, or the surrounding area; (5) modifications to the exterior of an existing structure shall be consistent with the existing structure's predominant character as a single-family home; whenever egress stairways or other exterior renovations are required for Building Code compliance, they shall be contained within the exterior walls of the dwelling; (6) the initial owner or operator of a dwelling used as a residential hospice house shall apply to the Building Inspector for an occupancy permit before any persons receive hospice care within the residential hospice house, and shall demonstrate compliance with the preceding paragraphs 1 through 5; each subsequent owner or operator of a dwelling used as a residential hospice house shall apply to the Building Inspector for an occupancy permit and shall demonstrate continued compliance with the preceding paragraphs 1 through 5.

<u>RRC</u>	<u>SRB</u>	<u>GR</u>	<u>A-1,2 & 3</u>	<u>I</u>	<u>B</u>	<u>IND</u>	<u>IND-1</u>	<u>IND P*</u>
<u>SRA</u>								
Y	N	N	N	N	N	N	N	N

A motion was offered by Mrs. Sally B. Davis to reconsider Article 1. The Moderator explained that the emergency preamble included in the original warrant article had been omitted from the main motion. Unanimous consent was given to reconsider Article 1.

A motion to amend was offered by Mrs. Sally B. Davis by adopting the following emergency preamble:

"Whereas this is an emergency measure necessary for the immediate convenience of the Town."

The motion to amend was presented and carried unanimously by voice vote.

VOTED: Preamble: Whereas this is an emergency measure necessary for the immediate convenience of the Town.

That the Town authorize the Board of Selectmen to accept a conveyance of approximately 4.24 acres of land for \$1.00, subject to easements and restrictions, said land being located off Central Avenue and adjacent to the Town's landfill and being a portion of land presently owned by 850 Tower Corporation.

ARTICLE 3: FUND COLLECTIVE BARGAINING AGREEMENT - POLICE UNIT A

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union Unit A; and recommend to amend the necessary line items in the 1993 operating budget as voted at the 1992 Annual Town Meeting under Article 24 to fund same; or take any other action relative thereto.

MOVED: That the Town approve the funding in the sum of \$41,128. to fund a collective bargaining agreement between the Town and the Needham Police Union Unit A; and recommend amendments to the necessary line items in the 1993 operating budget as voted at the 1992 Annual Town Meeting under Article 24 to fund same.

A motion was offered by Mrs. Sally B. Davis to discuss Articles 3, 4, 5, and 6 together but voted on separately. The motion was presented and carried unanimously by voice vote.

Mrs. Cynthia J. Chaston, Chairman, Finance Committee, addressed these proposals. She explained that these contracts were funded at last year's Annual Town Meeting in anticipation of contract settlements.

Mr. H. Phillip Garrity, Jr., Selectman, addressed these proposals on behalf of the Board of Selectmen. He noted that the Town of Needham needs to be competitive and that the surveys of surrounding communities indicates that Needham has fallen below average. He noted that these raises are fair and fall within the parameters established at Town Meeting.

Mr. Carl Valente, Town Administrator, outlined the contract settlements. The Needham Police Union Unit A receives a 2% salary increase the first year, a 1% / 2% increase the second year, and Holiday pay increase equal to 1/2%. The Needham Police Union Unit B receives the same salary increase, an upgrading from \$11 to \$12, but no Holiday pay increase. The Needham Police Superior Officers Association receives the same salary increase plus an additional step the first year added to the salary scale which is 3% higher than the prior step, and another step added to the salary scale in FY1994. The Public Works Employees NAGE, Local 256, receives the same salary increase plus \$100. increase in the snow program from \$400. to \$500 the first year and another \$100. increase in the snow program the second year from \$500. to \$600.

Mr. Charles W. Wyckoff, member, advised that the Personnel Board voted that these agreements represent a fair and equitable agreement. He urged support of these articles.

Mr. Daniel P. Matthews expressed concern that there was no written material provided and requested that in the future Town Meeting Members be provided a written summary.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 4: FUND COLLECTIVE BARGAINING AGREEMENT - POLICE UNIT B

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union Unit B; and to recommend to amend the necessary line items in the 1993 Operating Budget as voted at the 1992 Annual Town Meeting under Article 24 to fund same; or take any other action relative thereto.

MOVED: That the Town approve the funding in the sum of \$1,922. to fund a collective bargaining agreement between the Town and the Needham Police Union Unit B; and to recommend amendments to the necessary line items in the 1993 Operating Budget as voted at the 1992 Annual Town Meeting under Article 24 to fund same.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 5: FUND COLLECTIVE BARGAINING AGREEMENT - POLICE SUPERIOR OFFICERS

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers Association; and to recommend to amend the necessary line items in the 1993 Operating Budget as voted at the 1992 Annual Town Meeting under Article 24 to fund same; or take any other action relative thereto.

MOVED: That the Town will approve the funding in the sum of \$6,489. to fund a collective bargaining agreement between the Town and the Needham Police Superior Officers Association; and recommend amendments to the necessary line items in the 1993 Operating Budget as voted at the 1992 Annual Town Meeting under Article 24 to fund same.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 6: FUND COLLECTIVE BARGAINING AGREEMENT - NAGE/PUBLIC WORKS EMPLOYEES

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Public Works Employees NAGE, Local 256; and to recommend to amend the necessary line items in the 1993 Operating Budget as voted at the 1992 Annual Town Meeting under Article 24 to fund same; or take any other action relative thereto.

MOVED: That the Town approve the funding in the sum of \$41,001. to fund a collective bargaining agreement between the Town and the Public Works Employees NAGE, Local 256; and recommend amendments to the necessary line items in the 1993 Operating Budget as voted at the 1992 Annual Town Meeting under Article 24 to fund same.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 7: FISCAL YEAR 1993 BUDGET ADJUSTMENTS

To see if the Town will vote to amend and supercede certain parts of the 1993 Operating Budget, adopted under Article 24 at the 1992 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

MOVED: That the Town amend and supersede certain parts of the 1993 Operating Budget, adopted under Article 24 at the 1992 Annual Town Meeting as follows:

Line Item	Description	Changing From	Changing To
022	MWRA Sewer Assess.	3,452,000.	2,930,600.
023	MWRA Water Assess.	93,703.	93,806.
212	Reserve Fund	489,574.	399,034.
401	Police, Salaries	2,004,629.	2,054,168.
501	DPW, Salaries	2,500,079.	2,540,180.
503	DPW, Expenses	468,080.	468,980.
610	Youth Comm. Salaries	79,390.	77,890.
611	Youth Comm. Expenses	2,270.	3,770.

Mrs. Cynthia J. Chaston, Chairman, Finance Committee, addressed this proposal in order to bring updated information on the 1993 anticipated revenue. Mrs. Chaston explained that there are three changes in revenue: 1) State aid increased by \$394,000., 2) the town received an abatement of \$114,000. from asbestos money, and 3) MWRA expenses were reduced by \$47,000. The net revenue adjustment equals \$461,000. The Finance Committee recommends that \$177,000. of the \$461,000. surplus be appropriated to the Stabilization Fund and \$284,000. be earmarked for Article 13 (Newman School Repairs).

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 8: APPROPRIATION TO STABILIZATION FUND

To see if the Town will vote to raise and appropriate a sum of money to the Stabilization Fund, as provided for under MGL Chapter 40, Section 5B as amended; or take any other action relative thereto.

MOVED: That the Town appropriate \$177,000. to the Stabilization Fund as provided for under M.G.L. Chapter 40, Section 5B as amended.

ACTION: The main motion was presented and carried unanimously by voice vote.

The Moderator announced that the Needham Community Theatre was scheduled to hold a rehearsal on Wednesday evening, November 18, 1992 at the Newman Middle School and suggested that the Adjourned Town Meeting be held at the Pollard Middle School.\

At 11:15 P.M. Mrs. Sally B. Davis moved that the meeting stand adjourned until Wednesday, November 18, 1992, at 7:30 P.M. at the Pollard Middle School and it was so voted unanimously.

Theodora K. Eaton
Town Clerk

ADJOURNED SPECIAL TOWN MEETING

November 18, 1992

Pursuant to adjournment of the Special Town Meeting held November 16, 1992, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Pollard Middle School on Wednesday, November 18, 1992, at 7:30 P.M.

Check lists were used and 211 voters were checked on the list as being present, including 196 Town Meeting Members.

Rev. Roy F. Cedarholm, Pastor, Christ Episcopal Church, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 9 AMEND ZONING BY-LAW - ESTABLISHMENT OF NEW AVERY SQUARE BUSINESS DISTRICT AND HILLSIDE AVENUE BUSINESS DISTRICT

To see if the Town will vote to amend the Needham Zoning Bylaw as follows:

1. Amend Section 1.3 Definitions by inserting the following new definition at the appropriate alphabetical location:

"Complex Development - any development made subject to the provisions of Section 6.6 Complex Development by designation ("SPC") in Section 3.2 Use Regulation Schedule, based on size and general category of use."

2. Amend Section 2.1 Classes of Districts so that it reads as follows:

2.1 Classes of Districts

13

D I S T R I C T						D I S T R I C T					
USE	B	CSB	CB	ASB	HAB	USE	B	CSB	CB	ASB	HAB
Conversion of a single family dwelling to a two-family dwelling	N	N	Y	Y		Retail establishments serving the general public if containing more than 5750 but less than 10,000 gross sq. ft. of floor area:					
Apartment or multifamily dwelling	N	SP*	SP	SP		Grocery store	Y	Y	N	Y	N
*Allowed on second floor only; consistent with density requirements for A-1						Outdoor parking, storage or display of motor vehicles in conjunction with the sale or					
The use of an owner-occupied structure for shared elderly housing for up to six elderly occupants (60+); provided, (1) that such structure so used shall not be subdivided into separate apartments, (2) that occupancies therein by nonowners occupants shall be pursuant to an agreement specifying a term of occupancy of not less than one year, (3) that at any time there shall be in the town no more than fifty structures for which permits have been issued under the authority of this section, (4) that no more than 20% of such structures shall be located in any one precinct of the town, and (5) that the number of structures for which permits are granted in any one year shall not exceed 5	SP*	N	N	SP	SP	leasing of new or used motor vehicles on applications filed after September 28, 1978	SP	N	N	N	N
*Applies only to structures in existence prior to Dec. 31, 1982, otherwise N						Other outdoor display of goods	Y	N	N	N	N
Boarding house with no arrangements of any description for private cooking or housekeeping	Y	N	N	Y	Y	Retail trade or shop for custom work or the making of articles to be sold at retail on the premises	Y	Y	Y	Y	N
Retail establishment serving the general public if containing 10,000 or more gross sq. ft. of floor area ("Complex Development"):						Other retailing	Y	Y	Y	Y	N
Grocery store	Y	Y	N	SPC	N	Retail establishments serving the general public if containing less than 5750 gross sq. ft. of floor area or incidental retail sales which are accessory to a permitted principal use which does not involve 50% of the total floor area or 5750 square feet of the principal use, whichever is lesser. In multi-tenanted structures the provisions of the section will individually apply to each tenant or use and not to the aggregate total of the structure:					
Outdoor parking, storage or display of motor vehicles in conjunction with the sale or leasing of new or used motor vehicles on applications filed after September 28, 1978	SP	N	N	N	N	Grocery store	Y	Y	Y*	Y	SP
Other outdoor display of goods	Y	N	N	N	N	* If under 1,000 sq. ft. of gross floor area					
Retail trade or shop for custom work or the making of articles to be sold at retail on the premises	Y	Y	Y	SPC	N	Outdoor parking, storage or display of motor vehicles in conjunction with the sale or leasing of new or used motor vehicles on applications filed after September 28, 1978	SP	N	N	N	N
Other retailing	Y	Y	Y	SPC	N	Other outdoor display of goods	Y	N	N	N	N
						Retail trade or shop for custom work or the making of articles to be sold at retail on the premises	Y	Y	Y	Y	N
						Other retailing	Y	Y	Y	Y	SP
						Manufacturing clearly incidental and accessory to a retail use on the same premises and					

D I S T R I C T						D I S T R I C T					
USE	B	CSB	CB	ASB	HAB	USE	B	CSB	CB	ASB	HAB
the product is customarily sold on the premises	Y	Y	Y	Y	Y	Laundry; coin operated or self-service laundry or dry cleaning establishment	SP	SP	SP	SP	SP
Banks	Y	Y	Y	Y	Y	Lumber or fuel establishment; contractor's, stone mason's, junk or salvage yard	SP	N	N	N	N
Offices totalling more than 20,000 square feet, unless created through change of use from either retailing or any principal use listed below this one in Section 3.2.2, such as garment manufacturing:						Airport, heliport, landing strip or area for any type of aircraft	N	N	N	N	N
For consumer sales or service	Y	Y	Y	SPC	SPC	Hotel or motel	SP	N	N	N	SP
Others	Y	Y	Y*	SPC	SPC	Eat in or take out restaurant or other eating establishment except a lunch counter incidental to a primary use:					
* Allowed on second floor only						Restaurant serving meals for consumption on the premises and at tables with service provided by waitress or waiter	SP	SP	SP	SP	N
Smaller amounts of office space, or offices created through change of use from either retailing or any principal use listed below this one in this Section 3.2.2, such as garment manufacturing:						Take-out operation accessory to the above	SP	SP	SP	SP	N
For consumer sales or service	Y	Y	Y	Y	Y	Take-out food counter as an accessory to a food retail or other non-consumptive retail establishment	SP	SP	SP	SP	N
Others	Y	Y	Y*	Y	Y	Retail sales of ice cream, frozen yogurt and similar products for consumption on or off the premises	SP	SP	SP	SP	N
* Allowed on second floor only						Take-out establishment primarily engaged in the dispensing of prepared foods to persons carrying food and beverage away for preparation and consumption elsewhere	SP	SP	N	SP	N
Craft, consumer, professional or commercial service establishment dealing directly with the general public and not enumerated elsewhere in this section	Y	Y	Y	Y	Y	Fast-food establishment offering over-the-counter sale of on/off premises prepared food or beverage primarily intended for immediate consumption and prepared in such a manner to be readily eaten from easily disposable containers	SP	SP	N	N	N
Theatres and indoor moving picture shows; pool and billiard rooms	Y	SP	SP	SP	N	Veterinary office and/or treatment facility:					
Electronic game and amusement arcades	Y	N	N	N	N	With boarding of animals	SP	N	N	N	N
Bowling alleys, skating rinks, and similar commercial amusement or entertainment places	Y	N	N	N	N	Without boarding of animals	SP	SP	SP	SP	SP
Automobile service station, excluding repair services	SP	SP	N	N	N	Medical clinic	SP	SP	SP	SP	SP
Other commercial garage for the storage or repair of vehicles; gasoline and oil filling station; trucking terminal, truck rental agency and similar material hauling enterprise; the parking of vehicles involved in rubbish disposal and oil delivery and the private parking of vehicles for compensation	SP	N	N	N	N						
Car wash	SP	N	N	N	N						

D I S T R I C T						D I S T R I C T					
USE	B	CSB	CB	ASB	HAB	USE	B	CSB	CB	ASB	HAB
Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of						nuisance or hazard to safety or health	SP	N	N	SP	SP
flammable liquids, gas or explosives	SP	N	N	SP		Any lawful purpose or special use					
Industrial services, for example, machine shop, plumbing electrical or carpentry shop or similar service	SP	N	N	N	SP	not enumerated elsewhere in this By-law	SP	N	N	N	N
Welding shop	N	N	N	N	N	More than one non-residential building or use on a lot where such buildings or uses are not detrimental to each other and are in compliance with all other requirements of this By-law	SP	SP	SP	SP	SP
Stone cutting, shaping, or finishing in an enclosed building	N	N	N	N	N	Use of a room or rooms in a single or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25 % of the gross floor area, not in excess of 600 sq. ft., is regularly devoted to such use	Y	N	N	Y	Y
Autobody or auto paint shop, provided that all work is carried out inside the building	N	N	N	N	N	Customary home occupation engaged in by a resident of a single or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation, (2) there is no exterior storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no					
Outside truck service or repair for others including body work	N	N	N	N	N	public display or sale of goods on the premises	Y	N	N	Y	Y
Food processing primarily for wholesale use	N	N	N	N	N	The taking of not more than four non-transient borders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a single family dwelling	Y	N	N	Y	Y
Bottling plant	N	N	N	N	N	Cafe or lecture room associated with a private school	SP	N	N	SP	SP
Equipment rental service	Y	N	N	SP	SP	Research laboratory or statistical office associated with a private school, including printing, binding, and electrotyping as					
Garment manufacturing	SP	N	N	SP	SP						
Laboratory or place where scientific experimental research is conducted not including genetic or biological research laboratory	SP	N	N	SP	SP						
Genetic biological research	N	N	N	N	SP						
Radio or television studio	SP	N	N	SP	SP						
Medical reference laboratories other than accessory to a medical office	SP	N	N	SP	SP						
Dental prosthesis laboratories other than accessory to a dental office	SP	N	N	SP	SP						
Light non-nuisance manufacturing providing that all resulting cinders, dust, flashing, fumes, gases, odors, smoke, noise, vibration, refuse matter, vapor, and heat are effectively confined in a building or are disposed in a manner so as not to create a											

D I S T R I C T

USE	B	CSB	CB	ASB	HAB
incidental uses	SP	N	N	SP	SP
Lunch counter incidental to a principal use	Y	SP	SP	Y	Y
Other customary and proper accessory uses, such as, but not limited to, garages, tool sheds, greenhouses and cabanas	Y	SP	SP	Y	Y
Other accessory uses incidental to lawful principal uses	Y	SP	SP	Y	Y

5. Retitle Section 4.4 as "4.4 Dimensional Requirements for Commercial Districts", and add the following introductory paragraph directly thereunder:

"The following regulations shall apply to Business, Chestnut Street Business, Center Business, Avery Square Business, and Hillside Avenue Business districts."

6. Amend Section 4.4.2 by retitling it as "4.4.2 Maximum Building Bulk"; by relocating paragraphs (b) and (c) below TABLE 1; and by adding a new paragraph (d) to read as follows:

"(d) In other Commercial Districts (ASB, HAB) there is no limitation on lot coverage, but buildings shall not be constructed, reconstructed, extended, enlarged or arranged so that the following floor area ratios are exceeded. The limits for mixed uses on the same premises shall be interpolated between the limits below in proportion to their floor areas.

"(1) For eating establishments, or any use providing service to patrons while in autos, or any use having gas pumps the maximum floor area ratio shall be 0.35.

"(2) For all other uses in these districts the maximum floor area ratio shall be 0.7."

7. Amend Section 4.4.3 by revising the second paragraph thereof so that it reads as follows:

"Notwithstanding the above, no building or structure which is located on property in the Chestnut Street Business, Avery Square Business, or Hillside Avenue Business districts shall exceed two and one-half (2 1/2) stories, including ground level covered or enclosed parking, no more than two (2) stories of which shall be occupied except for storage, nor shall the building or structure exceed a total height of thirty-five (35) feet."

8. Amend Section 4.4.4 as follows:

a. Retitle the Section as "4.4.4 Front Setback".

b. Add the following two paragraphs at the end of Section 4.4.4:

"In the Avery Square Business District, there shall be a front setback of not less than ten (10) feet, or a

setback consistent with the setbacks for principal buildings existing on the premises as of the effective date of this provision, or the average of the setbacks of buildings on adjoining lots, whichever is less restrictive. Principal buildings in the Avery Square Business District shall have a front setback of not more than fifteen (15) feet on Highland Avenue, if having frontage upon it. In the Avery Square Business District, the setback, if any, shall be kept open and landscaped with grass or other plant materials and unpaved except for walks and driveways, as defined in Section 4.4.5.

"In the Hillside Avenue Business District, there shall be a minimum front setback of twenty (20) feet. The setback shall be kept open and landscaped with grass or other plant materials and unpaved except for walks and driveways, as defined in Section 4.4.5."

9. Amend Section 4.4.5 Driveway Openings by revising the first sentence to read, "In the Business, Chestnut Street Business, Avery Square Business, and Hillside Avenue Business districts, the following regulations shall apply."

10. Amend Section 4.4.6 Enclosed Parking by inserting a new second paragraph as follows:

"Parking which is under a building or partially underground shall, except for driveways, be separated from the street line by building space occupied by the principal use, not by parking."

11. Amend Section 4.4.8 Side and Rear Setbacks Adjoining Residential Districts, by deleting the first set of paragraphs denoted (a) through (d); by designating the first paragraph "4.4.8.1 Business District", the second paragraph "4.4.8.2 Chestnut Street Business District", and the third (remaining) paragraph "4.4.8.3 Center Business District"; and by inserting the following after paragraph 4.4.8.3 and above the paragraph denoted (a):

"4.4.8.4 Other Business Districts

"In an Avery Square Business or Hillside Avenue Business District no building or structure for a use not allowed in a residential district shall be placed within fifty (50) feet of a residential district boundary, and the ten feet closest to such boundary shall be suitably landscaped as specified at Section 4.4.8.5. The remainder of the setback may be used for an accessory use not including a building or structure.

"4.4.8.5 Landscaping Specifications

Where 'suitable landscaping' is called for in paragraphs 4.4.8.2, 4.4.8.3, or 4.4.8.4, the following shall be complied with."

12. Amend Section 4.4.9 Building Entrances on Chestnut Street so that it reads as follows:

"4.4.9 Building Entrances in the Chestnut Street Business, Avery Square Business, and Hillside Avenue Business districts.

"First-floor businesses shall have individual entrances accessed from the exterior of the building, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building.

"Building entrances providing access to first and second-floor space shall be available from one or

more streets on which the building fronts. The primary building entrance must be from Chestnut Street, Highland Avenue, or Hillside Avenue unless the premises do not have frontage on one of those streets, or unless lot configuration makes it impractical to place all individual entrances on those streets."

13. Insert the following into the fourth paragraph of Section 5.1.1.5 (considerations warranting reductions in parking), redesignating following paragraphs as required:

"(c) in the Avery Square and Hillside Avenue Business districts, shared parking for uses having peak demands at different times, unusual age or other characteristics of site users, or user-sponsored demand reduction devices, such as car-pooling."

14. Add the following sentence at the end of Section 5.1.1.7:

"In the Avery Square Business District, legal on-street parking may be credited towards meeting these requirements if located between the premises' side lot lines on the same side of the street."

15. Add the following at the end of Section 5.1.3 (m):

"In the Avery Square Business District, required parking for non-residential uses shall be either on the same premises as the activity it serves, or on a separate parcel, which may be shared with other uses, if the parcel is located within five hundred (500) feet (800 feet for employees) walking distance of the building entrance to be served, is located in a zoning district permitting or allowing on special permit the activity it serves, and is permanently committed to serving the use involved. In the Avery Square Business District, no parking shall be located within 10 feet of a street line."

16. Insert a new Section 6.6 Complex Developments, to read as follows:

"6.6 Complex Developments

"6.6.1 Intent

"The intent of Complex Development provisions is to assure that in the Avery Square Business and Hillside Avenue Business districts large-scale developments are carefully tested against the Town's decision criteria relating locations and uses, and to assure that adequate provisions are made for impacts of development.

"6.6.2 Applicability

"Uses made subject to Section 6.6 by designation ("SPC") in Section 3.2 Use Regulation Schedule are defined as "Complex Developments", and shall comply with the following.

"Complex Developments require authorization through a special permit granted by the Planning Board under this Section, which shall serve in lieu of any special permit otherwise required under Section 3.2 Use Regulations. Application for any other special permits which might be required by the project, such as those under Section 3.4 Aquifer

Protection District, regardless of agency designations elsewhere in the Bylaw, may be consolidated with the Complex Development application, and acted upon by the Planning Board as Special Permit Granting Authority, proceeding as provided at Sections 7.5.2 and 7.6.1.

"6.6.3 Submittal Requirements

"The applicant shall submit the following materials, in report format, to allow the Planning Board to determine potential compliance with the decision criteria of Section 6.6.4 and other provisions of this Bylaw without need for extensive further analysis by the Planning Board. This will entail:

- "(a) Site plans with contents as required for Site Plan Review under Section 7.4, except that only schematic-level detail is required; and schematic building plans.
- "(b) Impact analyses on topics which are germane to the case, including identification of public facility improvements anticipated to be made by others and those being committed by the applicant.
- "(c) Description of the project timing and phasing.

"6.6.4 Decision Criteria

"The following shall be the basis for decisions on special permits for Complex Developments. Special permits for Complex Developments shall be granted by the Special Permit Granting Authority only upon its written determination that the proposed use will be in general harmony with the purpose and intent of the Zoning Bylaw, and will not have adverse effects which over-balance its beneficial effects for either the neighborhood or the Town, in view of the particular characteristics of the site and of the proposal in relation to that site. The determination shall indicate consideration of each of the following considerations which are applicable, among others. At the time of application, the applicant shall submit complete documentation regarding each of these considerations which are applicable, including description of any discussion efforts made with neighborhood groups or other affected parties.

"6.6.4.1 Circulation

- "(a) Increases in either average daily or peak hour vehicular traffic are adverse effects, even if coupled with capacity increases maintaining the level of service.
- "(b) Causing the diversion of traffic onto residential streets is an adverse effect.
- "(c) To avoid adversity, pedestrian and vehicular movement to, from, and within the site should be safe and convenient, and arranged so as not to disturb abutting properties.

"6.6.4.2 Utilities and other public services

"Any unusual public problem in providing adequate water, sewerage, drainage, public safety, or other public services for a use would be an adverse effect."

"6.6.4.3 Environmental impacts

"(a) Environmental damage due to wetland loss, habitat disturbance, erosion, or damage to valuable trees or other natural assets are adverse effects."

"(b) Damage or risk to air, land, or water resources because of planned processes or unplanned contingencies are adverse effects."

"6.6.4.4 Land use compatibility

"(a) Preempting land having special qualities suiting it for other uses, such as land having rail access being preempted from use by a non-rail using activity, is an adverse effect."

"(b) Damaging the utility and enjoyment of nearby land uses through off-site impacts is an adverse effect."

"6.6.4.5 Visual compatibility

"(a) Visibility of parking and service areas from nearby public streets is an adverse effect which can be minimized through site arrangement, use of tree cover, and other means."

"(b) Increases above the architectural scale of buildings on abutting and nearby premises is an adverse effect, except where the departure would serve some community design purpose."

"6.6.5 Conditions

"The Planning Board shall impose appropriate conditions to its approval as necessary to assure implementation of the intent of these provisions."

17. Amend Section 7.4.2 Definitions, by inserting a new fourth paragraph and a new eighth paragraph to read as follows:

[Fourth paragraph]

"In a Business, Avery Square Business, or Hillside Avenue Business District, a MAJOR PROJECT is any construction project which involves a new building; or an addition which increases gross floor area of an existing building by 1,000 or more square feet; or any project which results in the creation of 10 or more new off-street parking spaces; or any project which results in any new curb- or driveway-cut."

[Eighth paragraph]

"In a Business, Avery Square Business, or Hillside Avenue Business District, a MINOR PROJECT is any project which results in the creation of from 1 to 9 new off-street parking spaces - and the project cannot be defined as a Major Project."

18. Amend Section 7.6.1 Special Permit Granting Authority, to read as follows:

"The Planning Board shall act as a Special Permit Granting Authority only where so designated in Sections 3.4, 4.2.4, 4.2.5, 4.2.6, 4.4.5, 4.4.9, 4.4.10, 5.1.1.6, 6.6 and 7.4 of this By-Law. In all other cases, the Board of Appeals shall act as the Special Permit Granting Authority. Procedures and decision criteria for the Planning Board shall be the same as specified in Section 7.5.2 and Section 7.5.3 (second and fourth paragraphs) for special permits acted on by the Board of Appeals, except where alternative or supplemental criteria are specified, such as at Sections 3.4 and 6.6."

19. Amend Section 7.7.2.2 Authority and Specific Powers, by revising the first sentence of the second paragraph thereof so that it reads as follows:

"The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a Business District, Chestnut Street Business District, Center Business District, Avery Square Business District, Hillside Avenue Business District, Industrial District, Industrial-1 District, Industrial Park District or Institutional District (excluding single and two-family uses), which require a building permit under the Massachusetts State Building Code - but which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review."

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law as follows:

1. Amend Section 1.3 Definitions by inserting the following new definition at the appropriate alphabetical location:

"Complex Development - any development made subject to the provisions of Section 6.6 Complex Development by designation ("SPC") in Section 3.2 Use Regulation Schedule, based on size and general category of use."

2. Amend Section 2.1 Classes of Districts so that it reads as follows:

"2.1 Classes of Districts

"Residential

RRC	-	Rural Residence-Conservation
SRA	-	Single Residence A
SRB	-	Single Residence B
GR	-	General Residence
A-1	-	Apartment - A-1
A-2	-	Apartment - A-2
A-3	-	Apartment - A-3

"Commercial

B	-	Business
CSB	-	Chestnut Street Business
CB	-	Center Business
ASB	-	Avery Square Business
HAB	-	Hillside Avenue Business

"Industrial

IND	-	Industrial
-----	---	------------

20

than one year, (3) that at any time there shall be in the town no more than fifty structures for which permits have been issued under the authority of this section, (4) that no more than 20% of such structures shall be located in any one precinct of the town, and (5)

D I S T R I C T

USE	B	CSB	CB	ASB	HAB
that the number of structures for which permits are granted in any one year shall not exceed 5	SP*	N	N	SP	SP

*Applies only to structures in existence prior to Dec. 31, 1982, otherwise N

Boarding house with no arrangements of any description for private cooking or housekeeping	Y	N	N	Y	Y
--	---	---	---	---	---

Retail establishment serving the general public if containing 10,000 or more gross sq. ft. of floor area ("Complex Development"):					
---	--	--	--	--	--

Grocery store	Y	Y	N	SPC	N
---------------	---	---	---	-----	---

Outdoor parking, storage or display of motor vehicles in conjunction with the sale or leasing of new or used motor vehicles on applications filed after September 28, 1978	SP	N	N	N	N
--	----	---	---	---	---

Other outdoor display of goods	Y	N	N	N	N
--------------------------------	---	---	---	---	---

Retail trade or shop for custom work or the making of articles to be sold at retail on the premises	Y	Y	Y	SPC	N
---	---	---	---	-----	---

Other retailing	Y	Y	Y	SPC	N
-----------------	---	---	---	-----	---

Retail establishments serving the general public if containing more than 5750 but less than 10,000 gross sq. ft. of floor area:					
---	--	--	--	--	--

Grocery store	Y	Y	N	Y	N
---------------	---	---	---	---	---

Outdoor parking, storage or display of motor vehicles in conjunction with the sale or					
---	--	--	--	--	--

leasing of new or used motor vehicles on applications filed after September 28, 1978	SP	N	N	N	N
--	----	---	---	---	---

Other outdoor display of goods	Y	N	N	N	N
--------------------------------	---	---	---	---	---

Retail trade or shop for custom					
---------------------------------	--	--	--	--	--

work or the making of articles to be sold at retail on the premises	Y	Y	Y	Y	N
---	---	---	---	---	---

Other retailing	Y	Y	Y	Y	N
-----------------	---	---	---	---	---

Retail establishments serving the general public if containing less					
---	--	--	--	--	--

D I S T R I C T

USE	B	CSB	CB	ASB	HAB
-----	---	-----	----	-----	-----

than 5750 gross sq. ft. of floor area or incidental retail sales which are accessory to a permitted principal use which does not involve 50% of the total floor area or 5750 square feet of the principal use, whichever is lesser. In multi-tenanted structures the provisions of the section will individually apply to each tenant or use and not to the aggregate total of the structure:					
---	--	--	--	--	--

Grocery store	Y	Y	Y*	Y	SP
---------------	---	---	----	---	----

* If under 1,000 sq. ft. of gross floor area

Outdoor parking, storage or display of motor vehicles in conjunction with the sale or leasing of new or used motor vehicles on applications filed after September 28, 1978	SP	N	N	N	N
--	----	---	---	---	---

Other outdoor display of goods	Y	N	N	N	N
--------------------------------	---	---	---	---	---

Retail trade or shop for custom work or the making of articles to be sold at retail on the premises	Y	Y	Y	Y	N
---	---	---	---	---	---

Other retailing	Y	Y	Y	Y	SP
-----------------	---	---	---	---	----

Manufacturing clearly incidental and accessory to a retail use on the same premises and the product is customarily sold on the premises	Y	Y	Y	Y	Y
---	---	---	---	---	---

Banks	Y	Y	Y	Y	Y
-------	---	---	---	---	---

Offices totalling more than 20,000 square feet, unless created through change of use from either retailing or any principal use listed below this one in Section 3.2.2, such as garment manufacturing:					
--	--	--	--	--	--

For consumer sales or service	Y	Y	Y	SPC	SPC
-------------------------------	---	---	---	-----	-----

Others	Y	Y	Y*	SPC	SPC
--------	---	---	----	-----	-----

* Allowed on second floor only

Smaller amounts of office space, or offices created through change of					
---	--	--	--	--	--

use from either retailing or any principal use listed below this one in this Section 3.2.2, such as garment manufacturing:

For consumer sales or service Y Y Y Y Y

D I S T R I C T

USE B CSB CB ASB HAB

Others Y Y Y* Y Y
* Allowed on second floor only

Craft, consumer, professional or commercial service establishment dealing directly with the general public and not enumerated elsewhere in this section Y Y Y Y Y

Theatres and indoor moving picture shows; pool and billiard rooms Y SP SP SP N

Electronic game and amusement arcades Y N N N N

Bowling alleys, skating rinks, and similar commercial amusement or entertainment places Y N N N N

Automobile service station, excluding repair services SP SP N N N

Other commercial garage for the storage or repair of vehicles; gasoline and oil filling station; trucking terminal, truck rental agency and similar material hauling enterprise; the parking of vehicles involved in rubbish disposal and oil delivery and the private parking of vehicles for compensation SP N N N N

Car wash SP N N N N

Laundry; coin operated or self-service laundry or dry cleaning establishment SP SP SP SP SP

Lumber or fuel establishment; contractor's, stone mason's, junk or salvage yard SP N N N N

Airport, heliport, landing strip or area for any type of aircraft N N N N N

Hotel or motel SP N N N SP

Eat in or take out restaurant or other eating establishment except a lunch counter incidental to a primary use:

Restaurant serving meals for consumption on the premises and at tables with service provided by waitress or waiter SP SP SP SP N

Take-out operation accessory to the above SP SP SP SP N

D I S T R I C T

USE B CSB CB ASB HAB

Take-out food counter as an accessory to a food retail or other non-consumptive retail establishment SP SP SP SP N

Retail sales of ice cream, frozen yogurt and similar products for consumption on or off the premises SP SP SP SP N

Take-out establishment primarily engaged in the dispensing of prepared foods to persons carrying food and beverage away for preparation and consumption elsewhere SP SP N SP N

Fast-food establishment offering over-the-counter sale of on/off premises prepared food or beverage primarily intended for immediate consumption and prepared in such a manner to be readily eaten from easily disposable containers SP SP N N N

Veterinary office and/or treatment facility:
With boarding of animals SP N N N N
Without boarding of animals SP SP SP SP SP

Medical clinic SP SP SP SP SP

Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives SP N N N SP

Industrial services, for example, machine shop, plumbing electrical or carpentry shop or similar service SP N N N SP

Welding shop N N N N N

Stone cutting, shaping, or finishing in an enclosed building N N N N N

Autobody or auto paint shop, provided that all work is carried out in an enclosed building N N N N N

Autobody or auto paint shop, provided that all work is carried out in an enclosed building N N N N N

Autobody or auto paint shop, provided that all work is carried out in an enclosed building N N N N N

Autobody or auto paint shop, provided that all work is carried out in an enclosed building N N N N N

out inside the building	N	N	N	N	N
Outside truck service or repair for others including body work	N	N	N	N	N

D I S T R I C T

USE	B	CSB	CB	ASB	HAB
Food processing primarily for wholesale use	N	N	N	N	N
Bottling plant	N	N	N	N	N
Equipment rental service	Y	N	N	SP	SP
Garment manufacturing	SP	N	N	SP	SP
Laboratory or place where scientific experimental research is conducted not including genetic or biological research laboratory	SP	N	N	SP	SP
Genetic biological research	N	N	N	N	SP
Radio or television studio	SP	N	N	SP	SP
Medical reference laboratories other than accessory to a medical office	SP	N	N	SP	SP
Dental prosthesis laboratories other than accessory to a dental office	SP	N	N	SP	SP
Light non-nuisance manufacturing providing that all resulting cinders, dust, flashing, fumes, gases, odors, smoke, noise, vibration, refuse matter, vapor, and heat are effectively confined in a building or are disposed in a manner so as not to create a nuisance or hazard to safety or health	SP	N	N	SP	SP
Any lawful purpose or special use not enumerated elsewhere in this By-law	N	N	N	N	
More than one non-residential building or use on a lot where such buildings or uses are not detrimental to each other and are in compliance with all other requirements of this By-law	SP	SP	SP	SP	SP

Use of a room or rooms in a single or two-family dwelling as an office or studio by a resident professional person provided not

more than one other person is regularly employed therein in connection with such use and that not more than 25 % of the gross floor area, not in excess of 600 sq. ft., is regularly devoted to such use

Y N N Y

D I S T R I C T

USE	B	CSB	CB	ASB	HAB
Customary home occupation engaged in by a resident of a single or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation, (2) there is no exterior storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale of goods on the premises	Y	N	N	Y	Y
The taking of not more than four non-transient borders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a single family dwelling	Y	N	N	Y	Y
Cafe or lecture room associated with a private school	SP	N	N	SP	SP
Research laboratory or statistical office associated with a private school, including printing, binding, and electrotyping as incidental uses	SP	N	N	SP	SP
Lunch counter incidental to a principal use	Y	SP	SP	Y	Y
Other customary and proper accessory uses, such as, but not limited to, garages, tool sheds, greenhouses and cabanas	Y	SP	SP	Y	Y
Other accessory uses incidental to lawful principal uses	Y	SP	SP	Y	Y

5. Retitle Section 4.4 as "4.4 Dimensional Requirements for Commercial Districts", and add the following introductory paragraph directly thereunder:

"The following regulations shall apply to Business, Chestnut

Street Business, Center Business, Avery Square Business, and Hillside Avenue Business districts."

6. Amend Section 4.4.2 by retitling it as "4.4.2 Maximum Building Bulk"; by relocating paragraphs (b) and (c) below TABLE 1; and by adding a new paragraph (d) to read as follows:

"(d) In other Commercial Districts (ASB, HAB) there is no limitation on lot coverage, but buildings shall not be constructed, reconstructed, extended, enlarged or arranged so that the following floor area ratios are exceeded. The limits for mixed uses on the same premises shall be interpolated between the limits below in proportion to their floor areas.

"(1) For eating establishments, or any use providing service to patrons while in autos, or any use having gas pumps the maximum floor area ratio shall be 0.35.

"(2) For all other uses in these districts the maximum floor area ratio shall be 0.7."

7. Amend Section 4.4.3 by revising the second paragraph thereof so that it reads as follows:

"Notwithstanding the above, no building or structure which is located on property in the Chestnut Street Business, Avery Square Business, or Hillside Avenue Business districts shall exceed two and one-half (2 1/2) stories, including ground level covered or enclosed parking, no more than two (2) stories of which shall be occupied except for storage, nor shall the building or structure exceed a total height of thirty-five (35) feet."

8. Amend Section 4.4.4 as follows:

a. Retitle the Section as "4.4.4 Front Setback".

- b. Add the following two paragraphs at the end of Section 4.4.4:

"In the Avery Square Business District, there shall be a front setback of not less than ten (10) feet, or a setback consistent with the setbacks for principal buildings existing on the premises as of the effective date of this provision, or the average of the setbacks of buildings on adjoining lots, whichever is less restrictive. Principal buildings in the Avery Square Business District shall have a front setback of not more than fifteen (15) feet on Highland Avenue, if having frontage upon it. In the Avery Square Business District, the setback, if any, shall be kept open and landscaped with grass or other plant materials and unpaved except for walks and driveways, as defined in Section 4.4.5.

"In the Hillside Avenue Business District, there shall be a minimum front setback of twenty (20) feet. The setback shall be kept open and landscaped with grass or other plant materials and unpaved except for walks and driveways, as defined in Section 4.4.5."

9. Amend Section 4.4.5 Driveway Openings by revising the first sentence to read, "In the Business, Chestnut Street Business, Avery Square Business, and Hillside Avenue Business districts, the following regulations shall apply."

10. Amend Section 4.4.6 Enclosed Parking by inserting a new

second paragraph as follows:

"Parking which is under a building or partially underground shall, except for driveways, be separated from the street line by building space occupied by the principal use, not by parking."

11. Amend Section 4.4.8 Side and Rear Setbacks Adjoining Residential Districts, by deleting the first set of paragraphs denoted (a) through (d); by designating the first paragraph "4.4.8.1 Business District", the second paragraph "4.4.8.2 Chestnut Street Business District", and the third (remaining) paragraph "4.4.8.3 Center Business District"; and by inserting the following after paragraph 4.4.8.3 and above the paragraph denoted (a):

"4.4.8.4 Other Business Districts

"In an Avery Square Business or Hillside Avenue Business District no building or structure for a use not allowed in a residential district shall be placed within fifty (50) feet of a residential district boundary, and the ten feet closest to such boundary shall be suitably landscaped as specified at Section 4.4.8.5. The remainder of the setback may be used for an accessory use not including a building or structure.

"4.4.8.5 Landscaping Specifications

Where 'suitable landscaping' is called for in paragraphs 4.4.8.2, 4.4.8.3, or 4.4.8.4, the following shall be complied with."

12. Amend Section 4.4.9 Building Entrances on Chestnut Street so that it reads as follows:

"4.4.9 Building Entrances in the Chestnut Street Business, Avery Square Business, and Hillside Avenue Business districts.

"First-floor businesses shall have individual entrances accessed from the exterior of the building, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building.

"Building entrances providing access to first and second-floor space shall be available from one or more streets on which the building fronts. The primary building entrance must be from Chestnut Street, Highland Avenue, or Hillside Avenue unless the premises do not have frontage on one of those streets, or unless lot configuration makes it impractical to place all individual entrances on those streets."

13. Insert the following into the fourth paragraph of Section 5.1.1.5 (considerations warranting reductions in parking), redesignating following paragraphs as required:

"(c) in the Avery Square and Hillside Avenue Business districts, shared parking for uses having peak demands at different times, unusual age or other characteristics of site users, or user-sponsored demand reduction devices, such as car-pooling."

14. Add the following sentence at the end of Section 5.1.1.7:

"In the Avery Square Business District, legal on-street parking may be credited towards meeting these requirements if located between the premises' side lot lines on the same side of the street."

15. Add the following at the end of Section 5.1.3 (m):

"In the Avery Square Business District, required parking for non-residential uses shall be either on the same premises as the activity it serves, or on a separate parcel, which may be shared with other uses, if the parcel is located within five hundred (500) feet (800 feet for employees) walking distance of the building entrance to be served, is located in a zoning district permitting or allowing on special permit the activity it serves, and is permanently committed to serving the use involved. In the Avery Square Business District, no parking shall be located within 10 feet of a street line."

improvements anticipated to be made by others and those being committed by the applicant.

- "(c) Description of the project timing and phasing.

***6.6.4 Decision Criteria**

"The following shall be the basis for decisions on special permits for Complex Developments. Special permits for Complex Developments shall be granted by the Special Permit Granting Authority only upon its written determination that the proposed use will be in general harmony with the purpose and intent of the Zoning Bylaw, and will not have adverse effects which over-balance its beneficial effects for either the neighborhood or the Town, in view of the particular characteristics of the site and of the proposal in relation to that site. The determination shall indicate consideration of each of the following considerations which are applicable, among others. At the time of application, the applicant shall submit complete documentation regarding each of these considerations which are applicable, including description of any discussion efforts made with neighborhood groups or other affected parties.

***6.6.4.1 Circulation**

- "(a) Increases in either average daily or peak hour vehicular traffic are adverse effects, even if coupled with capacity increases maintaining the level of service.
- "(b) Causing the diversion of traffic onto residential streets is an adverse effect.
- "(c) To avoid adversity, pedestrian and vehicular movement to, from, and within the site should be safe and convenient, and arranged so as not to disturb abutting properties.

***6.6.4.2 Utilities and other public services**

"Any unusual public problem in providing adequate water, sewerage, drainage, public safety, or other public services for a use would be an adverse effect.

***6.6.4.3 Environmental impacts**

- "(a) Environmental damage due to wetland loss, habitat disturbance, erosion, or damage to valuable trees or other natural assets are adverse effects.
- "(b) Damage or risk to air, land, or water resources because of planned processes or unplanned contingencies are adverse effects.

***6.6.4.4 Land use compatibility**

- "(a) Preempting land having special qualities suiting it for other uses, such as land having rail access being preempted from use by a non-rail using activity, is an adverse effect.
- "(b) Damaging the utility and enjoyment of

16. Insert a new Section 6.6 Complex Developments, to read as follows:

***6.6 Complex Developments**

***6.6.1 Intent**

"The intent of Complex Development provisions is to assure that in the Avery Square Business and Hillside Avenue Business districts large-scale developments are carefully tested against the Town's decision criteria relating locations and uses, and to assure that adequate provisions are made for impacts of development.

***6.6.2 Applicability**

"Uses made subject to Section 6.6 by designation ("SPC") in Section 3.2 Use Regulation Schedule are defined as "Complex Developments", and shall comply with the following.

"Complex Developments require authorization through a special permit granted by the Planning Board under this Section, which shall serve in lieu of any special permit otherwise required under Section 3.2 Use Regulations. Application for any other special permits which might be required by the project, such as those under Section 3.4 Aquifer Protection District, regardless of agency designations elsewhere in the Bylaw, may be consolidated with the Complex Development application, and acted upon by the Planning Board as Special Permit Granting Authority, proceeding as provided at Sections 7.5.2 and 7.6.1.

***6.6.3 Submittal Requirements**

"The applicant shall submit the following materials, in report format, to allow the Planning Board to determine potential compliance with the decision criteria of Section 6.6.4 and other provisions of this Bylaw without need for extensive further analysis by the Planning Board. This will entail:

- "(a) Site plans with contents as required for Site Plan Review under Section 7.4, except that only schematic-level detail is required; and schematic building plans.
- "(b) Impact analyses on topics which are germane to the case, including identification of public facility

nearby land uses through off-site impacts is an adverse effect.

"6.6.4.5 Visual compatibility

"(a) Visibility of parking and service areas from nearby public streets is an adverse effect which can be minimized through site arrangement, use of tree cover, and other means.

"(b) Increases above the architectural scale of buildings on abutting and nearby premises is an adverse effect, except where the departure would serve some community design purpose.

"6.6.5 Conditions

"The Planning Board shall impose appropriate conditions to its approval as necessary to assure implementation of the intent of these provisions."

17. Amend Section 7.4.2 Definitions, by inserting a new fourth paragraph and a new eighth paragraph to read as follows:

[Fourth paragraph]

"In a Business, Avery Square Business, or Hillside Avenue Business District, a MAJOR PROJECT is any construction project which involves a new building; or an addition which increases gross floor area of an existing building by 1,000 or more square feet; or any project which results in the creation of 10 or more new off-street parking spaces; or any project which results in any new curb- or driveway-cut."

[Eighth paragraph]

"In a Business, Avery Square Business, or Hillside Avenue Business District, a MINOR PROJECT is any project which results in the creation of from 1 to 9 new off-street parking spaces - and the project cannot be defined as a Major Project."

18. Amend Section 7.6.1 Special Permit Granting Authority, to read as follows:

"The Planning Board shall act as a Special Permit Granting Authority only where so designated in Sections 3.4, 4.2.4, 4.2.5, 4.2.6, 4.4.5, 4.4.9, 4.4.10, 5.1.1.6, 6.6 and 7.4 of this By-Law. In all other cases, the Board of Appeals shall act as the Special Permit Granting Authority. Procedures and decision criteria for the Planning Board shall be the same as specified in Section 7.5.2 and Section 7.5.3 (second and fourth paragraphs) for special permits acted on by the Board of Appeals, except where alternative or supplemental criteria are specified, such as at Sections 3.4 and 6.6."

19. Amend Section 7.7.2.2 Authority and Specific Powers, by revising the first sentence of the second paragraph thereof so that it reads as follows:

"The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a Business District,

Chestnut Street Business District, Center Business District, Avery Square Business District, Hillside Avenue Business District, Industrial District, Industrial-1 District, Industrial Park District or Institutional District (excluding single and two-family uses), which require a building permit under the Massachusetts State Building Code -- but which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review."

A motion to discuss Articles 9 and 10 together, but vote on separately was offered by Mrs. Joanne Hull Roth. The motion was presented and carried unanimously by voice vote.

Mrs. Roth, member, presented these proposals on behalf of the Planning Board. She indicated that these articles are similar to articles which appeared in the 1992 Annual Town Meeting Warrant, but were withdrawn for further study.

Unanimous consent was given to allow Mrs. Lee Newman, Planning Director and non-resident, to address Town Meeting. Mrs. Newman presented a series of slides depicting the new Avery Square and Hillside Avenue business districts. She explained that the Hillside Avenue Business District is a transition area between neighborhoods and businesses. The Avery Square Business District is designed to create a village center to include a mix of uses such as retail, office, and housing.

Mr. Paul Killeen, Chairman, Planning Board, presented the technical aspects of these proposals. He explained that the section of Highland Avenue from May Street to Rosemary Street was not included since there was not much to be done in that area. However, Avery Square and Hillside Avenue both have open space and room for growth.

Mrs. Betsy M. Tedoldi urged support of these proposals on as modified on September 22, 1992 on behalf of the Needham Business Association. Mr. Morris D. Dettman urged support on behalf of the Needham Heights Association. Mrs. Rita L. Minahan, Town Meeting member and resident of Morton Street, also supported this pedestrian/village concept.

In response to an inquiry from Mr. Laurence G. Eaton, Mr. Killeen explained that the Zoning lines were drawn as far back as the 1920s which is why there are lines drawn through buildings such as the Village Club. He noted that the Village Club is grandfathered, but a new owner would have to comply with the Zoning By-Law.

In response to an inquiry from Mr. Robert A. Downs, Mr. Killeen noted that the Planning Board does not know which buildings in the proposed districts are non-conforming.

After a brief discussion, a motion to move the previous questions was offered by Mr. Gerald R. Browne. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 177 - No 5.

ARTICLE 10: AMEND ZONING BY-LAW - MAP CHANGE TO AVERY SQUARE BUSINESS DISTRICT AND HILLSIDE AVENUE BUSINESS DISTRICT

To see if the Town will vote to amend the Needham Zoning Bylaw by amending the Zoning Map as follows:

- (a) Place in the Avery Square Business District all that land now zoned Business or Industrial and lying between Hunnewell Street and Morton Street and Hildreth Place east of the M.B.T.A. right-of-way and west of the present district

boundaries east of Highland Avenue, comprising parcels 1, 2, 3, 4, 5 and 6 bounded and described as follows:

Parcel 1 - "Beginning at the point of intersection of the westerly sideline of Highland Avenue and the northerly sideline of Hildreth Place; thence running northerly by the westerly sideline of Highland Avenue to the point of curvature of a curve having a radius of 20 feet and an arc length of 29.27 feet, said curve being a property rounding of the intersection of the westerly sideline of Highland Avenue and the southerly sideline of West Street; thence running northerly, northwesterly and westerly by said curve to the point of tangency of said curve located on the southerly sideline of West Street; thence running westerly by the southerly sideline of West Street to the point of intersection of the southerly sideline of West Street and the easterly right of way line of M.B.T.A. property; thence running southerly by said easterly right of way line to the intersection of the easterly right of way line of M.B.T.A. property and the northerly sideline of Hildreth Place; thence running easterly by the northerly sideline of Hildreth Place to the point of beginning."

Parcel 2 - "Beginning at the point of intersection of the southerly sideline of Hunnewell Street and the easterly right of way line of M.B.T.A. property; thence running southerly by the easterly right of way line of M.B.T.A. property to the intersection of said right of way line and the extension of the northerly sideline of Avery Square; thence running easterly by the extension of the northerly sideline of Avery Square and the northerly sideline of Avery Square to the point of curvature of a curve having a radius of 30 feet and an arc length of 47.31 feet, said curve being a property rounding of the intersection of the northerly sideline of Avery Square and the westerly sideline of Highland Avenue; thence running easterly, northeasterly and northerly by said curve to the point of tangency of said curve located on the westerly sideline of Highland Avenue; thence running northerly by the westerly sideline of Highland Avenue to the point of curvature of a curve having a radius of 60 feet and an arc length of 22.91 feet, said curve being a property rounding of the intersection of the westerly sideline of Highland Avenue and the southerly sideline of Hunnewell Street; thence running northerly and northwesterly by said curve to the point of tangency of said curve located on the southerly sideline of Hunnewell Street; thence running northwesterly by the southerly sideline of Hunnewell Street to the point of beginning."

Parcel 3 - "Beginning at the point of intersection of the easterly sideline of Highland Avenue and the northerly sideline of Mark Lee Road; thence running easterly by the northerly sideline of Mark Lee Road to the intersection of the northerly sideline of Mark Lee Road and the southerly sideline of Hunnewell Street; thence running by the southerly sideline of Hunnewell Street to the point of curvature of a curve having a radius of 15 feet and an arc length of 36.16 feet, said curve being a property rounding of the intersection of the southerly sideline of Hunnewell Street and the easterly sideline of Highland Avenue; thence running northwesterly, westerly and southerly by

said curve to the point of tangency of said curve located on the easterly sideline of Highland Avenue; thence running southerly by the easterly sideline of Highland Avenue to the point of beginning."

Parcel 4 - "Beginning at the point of intersection of the easterly sideline of Highland Avenue and the northerly sideline of West Street; thence running easterly by the northerly sideline of West Street a distance of 179.49 feet to a bound; thence northerly along the property line dividing parcels 57 and 58 a distance of 86.31 feet to a bound, said parcels being the same as shown on Assessors Plan No. 69 in October 1992; thence easterly along the property line dividing said parcels a distance of 7.4 feet to a point, as shown on said plan; thence northerly along the property line dividing parcels 53 and 58 a distance of 28.25 feet to a point, as shown on said plan; thence northwesterly along the property line dividing parcels 52 and 58 a distance of 141.58 feet to a point on the southerly sideline of Mark Lee Road; thence running westerly by the southerly sideline of Mark Lee Road to the point of intersection of the southerly sideline of Mark Lee Road and the easterly sideline of Highland Avenue; thence running southerly by the easterly sideline of Highland Avenue to the point of beginning."

Parcel 5 - "Beginning at the point of intersection of the easterly sideline of Highland Avenue and the southerly sideline of West Street; thence running southerly by the easterly sideline of Highland Avenue to the point of intersection of the easterly sideline of Highland Avenue and the northerly sideline of Mellen Street; thence running easterly by the northerly sideline of Mellen Street a distance of 154.20 feet to the property line dividing parcels 35 and 38, said parcels being the same as shown on Assessors Plan No. 63 in October 1992; thence running northerly along the property line dividing parcels 35 and 38 for three courses totalling 174.50 feet, as shown on said plan; thence running westerly a distance of 10 feet along the extension of the rear property line of parcel 35 to a point, as shown on said plan; thence running northerly a distance of 164.50 feet to a point on the southerly sideline of West Street; thence running westerly by the southerly sideline of West Street a distance of 181.70 feet to the point of beginning."

Parcel 6 - "Beginning at the point of intersection of the easterly sideline of Highland Avenue and the southerly sideline of Mellen Street; thence running southerly by the easterly sideline of Highland Avenue to the point of curvature of a curve having a radius of 20 feet and an arc length of 31.40 feet, said curve being a property rounding of the intersection of the easterly sideline of Highland Avenue and the northerly sideline of Morton Street; thence running southerly, southeasterly and easterly by said curve to the point of tangency of said curve located on the northerly sideline of Morton Street; thence running easterly by the northerly sideline of Morton Street to a point 150 feet distant from the easterly sideline of Highland Avenue; thence running northerly along a line parallel to and 150 feet distant from the easterly sideline of Highland Avenue to a point on the southerly sideline of Mellen Street; thence running westerly by the southerly sideline of Mellen Street to the point of beginning."

(b) Place in the Hillside Avenue Business District all that land now zoned Business and lying between Hillside Avenue and the M.B.T.A. right-of-way, between the Industrial district south of West Street and the SRB district north of Hunnewell Street, comprising parcels 1, 2 and 3 bounded and described as follows:

Parcel 1 - "Beginning at the point of intersection of the easterly sideline of Hillside Avenue and the northerly sideline of Hunnewell Street; thence running southeasterly by the northerly sideline of Hunnewell Street to the point of intersection of the northerly sideline of Hunnewell Street and the westerly right of way line of M.B.T.A. property; thence running northerly by the westerly right of way line of M.B.T.A. property a distance of 531.77 feet to the rear property corner of parcel 3 as shown on Assessors Plan No. 99 in October 1992; thence running westerly by the northerly property line of parcels 3, 2 and 1 as shown on said plan a distance of 230.48 feet more or less to a point on the easterly sideline of Hillside Avenue; thence running southerly by the easterly sideline of Hillside Avenue to the point of beginning."

Parcel 2 - "Beginning at the point of intersection of the easterly sideline of Hillside Avenue and the northerly sideline of West Street; thence running easterly by the northerly sideline of West Street to the intersection of the northerly sideline of West Street and the westerly right of way line of M.B.T.A. property; thence running northerly along the westerly right of way line of M.B.T.A. property to the intersection of the southerly sideline of Hunnewell Street and the westerly right of way line of M.B.T.A. property; thence running northwesterly by the southerly sideline of Hunnewell Street to the intersection of the southerly sideline of Hunnewell Street and the easterly sideline of Hillside Avenue; thence running southerly by the easterly sideline of Hillside Avenue to the point of beginning."

Parcel 3 - "Beginning at the point of intersection of the southerly sideline of West Street and the easterly sideline of Hillside Avenue; thence running easterly by the southerly sideline of West Street to the intersection of the southerly sideline of West Street and the westerly right of way line of M.B.T.A. property; thence running southerly along the westerly right of way line of M.B.T.A. property to a point 100 feet distant from and parallel to the southerly sideline of West Street; thence running westerly along a line 100 feet distant from and parallel to the southerly sideline of West Street to the intersection of a line 100 feet distant from and parallel to the southerly sideline of West Street and the rear property line dividing parcels 9 and 12 as shown on Assessors Plan No. 100 in October 1992; thence running northerly and westerly along the property line dividing parcels 9 and 12 to a point on the easterly sideline of Hillside Avenue; thence running northerly by the easterly sideline of Hillside Avenue to the point of beginning."

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law by amending the Zoning Map as follows:

(a) Place in the Avery Square Business District all that land now zoned Business or Industrial and lying between Hunnewell Street and Morton Street and Hildreth Place east of the M.B.T.A. right-of-way and west of the present district boundaries east of Highland Avenue, comprising parcels 1, 2, 3, 4, 5 and 6 bounded and described as follows:

Parcel 1 - "Beginning at the point of intersection of the westerly sideline of Highland Avenue and the

northerly sideline of Hildreth Place; thence running northerly by the westerly sideline of Highland Avenue to the point of curvature of a curve having a radius of 20 feet and an arc length of 29.27 feet, said curve being a property rounding of the intersection of the westerly sideline of Highland Avenue and the southerly sideline of West Street; thence running northerly, northwesterly and westerly by said curve to the point of tangency of said curve located on the southerly sideline of West Street; thence running westerly by the southerly sideline of West Street to the point of intersection of the southerly sideline of West Street and the easterly right of way line of M.B.T.A. property; thence running southerly by said easterly right of way line to the intersection of the easterly right of way line of M.B.T.A. property and the northerly sideline of Hildreth Place; thence running easterly by the northerly sideline of Hildreth Place to the point of beginning."

Parcel 2 - "Beginning at the point of intersection of the southerly sideline of Hunnewell Street and the easterly right of way line of M.B.T.A. property; thence running southerly by the easterly right of way line of M.B.T.A. property to the intersection of said right of way line and the extension of the northerly sideline of Avery Square; thence running easterly by the extension of the northerly sideline of Avery Square and the northerly sideline of Avery Square to the point of curvature of a curve having a radius of 30 feet and an arc length of 47.31 feet, said curve being a property rounding of the intersection of the northerly sideline of Avery Square and the westerly sideline of Highland Avenue; thence running easterly northeasterly and northerly by said curve to the point of tangency of said curve located on the westerly sideline of Highland Avenue; thence running northerly by the westerly sideline of Highland Avenue to the point of curvature of a curve having a radius of 60 feet and an arc length of 22.91 feet, said curve being a property rounding of the intersection of the westerly sideline of Highland Avenue and the southerly sideline of Hunnewell Street; thence running northerly and northwesterly by said curve to the point of tangency of said curve located on the southerly sideline of Hunnewell Street; thence running northwesterly by the southerly sideline of Hunnewell Street to the point of beginning."

Parcel 3 - "Beginning at the point of intersection of the easterly sideline of Highland Avenue and the northerly sideline of Mark Lee Road; thence running easterly by the northerly sideline of Mark Lee Road to the intersection of the northerly sideline of Mark Lee Road and the southerly sideline of Hunnewell Street; thence running by the southerly sideline of Hunnewell Street to the point of curvature of a curve having a radius of 15 feet and an arc length of 36.16 feet, said curve being a property rounding of the intersection of the southerly sideline of Hunnewell Street and the easterly sideline of Highland Avenue; thence running northwesterly, westerly and southerly by said curve to the point of tangency of said curve located on the easterly sideline of Highland Avenue; thence running southerly by the easterly sideline of Highland Avenue to the point of beginning."

Parcel 4 - "Beginning at the point of intersection of the easterly sideline of Highland Avenue and the northerly sideline of West Street; thence running

easterly by the northerly sideline of West Street a distance of 179.49 feet to a bound; thence northerly along the property line dividing parcels 57 and 58 a distance of 86.31 feet to a bound, said parcels being the same as shown on Assessors Plan No. 69 in October 1992; thence easterly along the property line dividing said parcels a distance of 7.4 feet to a point, as shown on said plan; thence northerly along the property line dividing parcels 53 and 58 a distance of 28.25 feet to a point, as shown on said plan; thence northwesterly along the property line dividing parcels 52 and 58 a distance of 141.58 feet to a point on the southerly sideline of Mark Lee Road; thence running westerly by the southerly sideline of Mark Lee Road to the point of intersection of the southerly sideline of Mark Lee Road and the easterly sideline of Highland Avenue; thence running southerly by the easterly sideline of Highland Avenue to the point of beginning."

Parcel 5 - "Beginning at the point of intersection of the easterly sideline of Highland Avenue and the southerly sideline of West Street; thence running southerly by the easterly sideline of Highland Avenue to the point of intersection of the easterly sideline of Highland Avenue and the northerly sideline of Mellen Street; thence running easterly by the northerly sideline of Mellen Street a distance of 154.20 feet to the property line dividing parcels 35 and 38, said parcels being the same as shown on Assessors Plan No. 63 in October 1992; thence running northerly along the property line dividing parcels 35 and 38 for three courses totalling 174.50 feet, as shown on said plan; thence running westerly a distance of 10 feet along the extension of the rear property line of parcel 35 to a point, as shown on said plan; thence running northerly a distance of 164.50 feet to a point on the southerly sideline of West Street; thence running westerly by the southerly sideline of West Street a distance of 181.70 feet to the point of beginning."

Parcel 6 - "Beginning at the point of intersection of the easterly sideline of Highland Avenue and the southerly sideline of Mellen Street; thence running southerly by the easterly sideline of Highland Avenue to the point of curvature of a curve having a radius of 20 feet and an arc length of 31.40 feet, said curve being a property rounding of the intersection of the easterly sideline of Highland Avenue and the northerly sideline of Morton Street; thence running southerly, southeasterly and easterly by said curve to the point of tangency of said curve located on the northerly sideline of Morton Street; thence running easterly by the northerly sideline of Morton Street to a point 150 feet distant from the easterly sideline of Highland Avenue; thence running northerly along a line parallel to and 150 feet distant from the easterly sideline of Highland Avenue to a point on the southerly sideline of Mellen Street; thence running westerly by the southerly sideline of Mellen Street to the point of beginning."

(b) Place in the Hillside Avenue Business District all that land now zoned Business and lying between Hillside Avenue and the M.B.T.A. right-of-way, between the Industrial district south of West Street and the SRB district north of Hunnewell Street, comprising parcels 1, 2 and 3 bounded and described as follows:

Parcel 1 - "Beginning at the point of intersection of the easterly sideline of Hillside Avenue and the northerly sideline of Hunnewell Street; thence running southeasterly by the northerly sideline of Hunnewell Street to the point of intersection of the northerly sideline of Hunnewell Street and the westerly right of way line of M.B.T.A. property; thence running northerly by the westerly right of way line of M.B.T.A. property a distance of 531.77 feet to the rear property corner of parcel 3 as shown on Assessors Plan No. 99 in October 1992; thence running westerly by the northerly property line of parcels 3, 2 and 1 as shown on said plan a distance of 230.48 feet more or less to a point on the easterly sideline of Hillside Avenue; thence running southerly by the easterly sideline of Hillside Avenue to the point of beginning."

Parcel 2 - "Beginning at the point of intersection of the easterly sideline of Hillside Avenue and the northerly sideline of West Street; thence running easterly by the northerly sideline of West Street to the intersection of the northerly sideline of West Street and the westerly right of way line of M.B.T.A. property; thence running northerly along the westerly right of way line of M.B.T.A. property to the intersection of the southerly sideline of Hunnewell Street and the westerly right of way line of M.B.T.A. property; thence running northwesterly by the southerly sideline of Hunnewell Street to the intersection of the southerly sideline of Hunnewell Street and the easterly sideline of Hillside Avenue; thence running southerly by the easterly sideline of Hillside Avenue to the point of beginning."

Parcel 3 - "Beginning at the point of intersection of the southerly sideline of West Street and the easterly sideline of Hillside Avenue; thence running easterly by the southerly sideline of West Street to the intersection of the southerly sideline of West Street and the westerly right of way line of M.B.T.A. property; thence running southerly along the westerly right of way line of M.B.T.A. property to a point 100 feet distant from and parallel to the southerly sideline of West Street; thence running westerly along a line 100 feet distant from and parallel to the southerly sideline of West Street to the intersection of a line 100 feet distant from and parallel to the southerly sideline of West Street and the rear property line dividing parcels 9 and 12 as shown on Assessors Plan No. 100 in October 1992; thence running northerly and westerly along the property line dividing parcels 9 and 12 to a point on the easterly sideline of Hillside Avenue; thence running northerly by the easterly sideline of Hillside Avenue to the point of beginning."

Mr. Gilbert W. Cox, Jr. questioned the impact of the new district on the Carter Company. Mr. Killeen noted that The Carter Company continually files an 81P Plan which freezes the zoning for three years.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by the required two-thirds vote. The hand count was Yes 177 - No 3.

ARTICLE 11: AMEND ZONING BY-LAW - MAP CHANGE TO GENERAL RESIDENCE DISTRICT

To see if the Town will vote to amend the Needham Zoning

Bylaw by amending the Zoning Map as follows:

(a) Place in the General Residence District all that land now zoned Single Residence B and lying in the area bounded by Highland Avenue, Webster Street, the M.B.T.A. right-of-way, and Gould Street, comprising parcels 1, 2, 3, 4, 5, 6, 12, 14, 15, 16, 17, 18, 21, 22, 23, 24, 25, 28, 29, 30, 31, 33 and 56 on Assessor's Plan No. 77; and (b) Place in the General Residence District all that land now zoned Industrial and lying between the centerline of Putnam Street and the M.B.T.A. right-of-way in the vicinity of Arbor Street and Cross Street, comprising parcels 20 and 36 on Assessor's Plan No. 77. Said land comprising parcels 1, 2, 3, 4 and 5 bounded and described as follows:

Parcel 1 - "Beginning at the point of intersection of the northerly sideline of Highland Avenue and the easterly sideline of Webster Street; thence running northerly by the easterly sideline of Webster Street to the intersection of the easterly sideline of Webster Street and the southerly sideline of Putnam Street; thence running easterly by the southerly sideline of Putnam Street a distance of 210 feet to the intersection of the southerly sideline of Putnam Street and the property line dividing parcels 11 and 12 as shown on Assessors Plan No. 77 in October 1992; thence running southerly by the property line dividing parcels 11 and 12 as shown on said plan to a point on the northerly sideline of Highland Avenue; thence running westerly by the northerly sideline of Highland Avenue to the point of beginning."

Parcel 2 - "Beginning at the point of intersection of the easterly sideline of Webster Street and the northerly sideline of Putnam Street; thence running northerly by the easterly sideline of Webster Street to the intersection of the easterly sideline of Webster Street and the southerly sideline of Guild Road; thence running easterly by the southerly sideline of Guild Road to the intersection of the southerly sideline of Guild Road and the westerly sideline of Arbor Street; thence running southerly by the westerly sideline of Arbor Street to the intersection of the westerly sideline of Arbor Street and the northerly sideline of Putnam Street; thence running westerly by the northerly sideline of Putnam Street to the point of beginning."

Parcel 3 - "Beginning at a point on the northerly sideline of Guild Road 76.30 feet easterly from the intersection of the easterly sideline of Webster Street and the northerly sideline of Guild Road, said point being the point of intersection of the northerly sideline of Guild Road and the property line dividing parcels 32 and 33 as shown on Assessors Plan No. 77 in October 1992; thence running easterly by the northerly sideline of Guild Road a distance of 100.33 feet to the intersection of the northerly sideline of Guild Road and the property line dividing parcels 33 and 34 as shown on said plan; thence running northerly along the property line dividing parcels 33 and 34 to the intersection of the property line dividing parcels 33 and 34 and the southerly right of way line of M.B.T.A. property; thence running westerly by the southerly right of way line of M.B.T.A. property to the intersection of the southerly right of way line of M.B.T.A. property and the property line dividing parcels 32 and 33 as shown on said plan; thence running

southerly along the property line dividing parcels 32 and 33 to the point of beginning."

Parcel 4 - "Beginning at the point of intersection of the easterly sideline of Arbor Street and the southerly sideline of Guild Road; thence running southerly by the easterly sideline of Arbor Street to the intersection of the easterly sideline of Arbor Street and the northerly sideline of Putnam Street; thence running easterly by the northerly sideline of Putnam Street to the intersection of the northerly sideline of Putnam Street and the westerly sideline of Cross Street; thence running northerly by the westerly sideline of Cross Street to the intersection of the westerly sideline of Cross Street and the southerly sideline of Guild Road; thence running westerly by the southerly sideline of Guild Road to the point of beginning."

Parcel 5 - "Beginning at the point of intersection of the westerly sideline of Gould Street and the southerly right of way line of M.B.T.A. property; thence running southerly by the westerly sideline of Gould Street to the intersection of the westerly sideline of Gould Street and the northerly sideline of Highland Avenue; thence running southwesterly by the northerly sideline of Highland Avenue to the intersection of the northerly sideline of Highland Avenue and the easterly sideline of Cross Street; thence running northerly by the easterly sideline of Cross Street to the intersection of the easterly sideline of Cross Street and the southerly sideline of Putnam Street; thence running northeasterly, northwesterly and southwesterly by the sideline of Putnam Street to the intersection of the northerly sideline of Putnam Street and the easterly sideline of Cross Street; thence running northwesterly by the easterly sideline of Cross Street to the intersection of the easterly sideline of Cross Street and the northerly sideline of Guild Road; thence running southwesterly by the northerly sideline of Guild Road to the intersection of the northerly sideline of Guild Road and the easterly sideline of Arbor Street; thence running northerly by the easterly sideline of Arbor Street to the intersection of the easterly sideline of Arbor Street and the southerly right of way line of M.B.T.A. property; thence running northeasterly by the southerly right of way line of M.B.T.A. property to the point of beginning."

Said above described parcel is exclusive of any and all rights of way as are now or may be enforceable.

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-law by amending the Zoning Map as follows:

(a) Place in the General Residence District all that land now zoned Single Residence B and lying in the area bounded by Highland Avenue, Webster Street, the M.B.T.A. right-of-way, and Gould Street, comprising parcels 1, 2, 3, 4, 5, 6, 12, 14, 15, 16, 17, 18, 21, 22, 23, 24, 25, 28, 29, 30, 31, 33 and 56 on Assessor's Plan No. 77; and (b) Place in the General Residence District all that land now zoned Industrial and lying between the centerline of Putnam Street and the M.B.T.A. right-of-way in the vicinity of Arbor Street and Cross Street, comprising parcels 20 and 36 on Assessor's Plan No. 77. Said land comprising parcels 1, 2, 3, 4 and 5 bounded and described as follows:

Parcel 1 - "Beginning at the point of intersection of

the northerly sideline of Highland Avenue and the easterly sideline of Webster Street; thence running northerly by the easterly sideline of Webster Street to the intersection of the easterly sideline of Webster Street and the southerly sideline of Putnam Street; thence running easterly by the southerly sideline of Putnam Street a distance of 210 feet to the intersection of the southerly sideline of Putnam Street and the property line dividing parcels 11 and 12 as shown on Assessors Plan No. 77 in October 1992; thence running southerly by the property line dividing parcels 11 and 12 as shown on said plan to a point on the northerly sideline of Highland Avenue; thence running westerly by the northerly sideline of Highland Avenue to the point of beginning."

Parcel 2 - "Beginning at the point of intersection of the easterly sideline of Webster Street and the northerly sideline of Putnam Street; thence running northerly by the easterly sideline of Webster Street to the intersection of the easterly sideline of Webster Street and the southerly sideline of Guild Road; thence running easterly by the southerly sideline of Guild Road to the intersection of the southerly sideline of Guild Road and the westerly sideline of Arbor Street; thence running southerly by the westerly sideline of Arbor Street to the intersection of the westerly sideline of Arbor Street and the northerly sideline of Putnam Street; thence running westerly by the northerly sideline of Putnam Street to the point of beginning."

Parcel 3 - "Beginning at a point on the northerly sideline of Guild Road 76.30 feet easterly from the intersection of the easterly sideline of Webster Street and the northerly sideline of Guild Road, said point being the point of intersection of the northerly sideline of Guild Road and the property line dividing parcels 32 and 33 as shown on Assessors Plan No. 77 in October 1992; thence running easterly by the northerly sideline of Guild Road a distance of 100.33 feet to the intersection of the northerly sideline of Guild Road and the property line dividing parcels 33 and 34 as shown on said plan; thence running northerly along the property line dividing parcels 33 and 34 to the intersection of the property line dividing parcels 33 and 34 and the southerly right of way line of M.B.T.A. property; thence running westerly by the southerly right of way line of M.B.T.A. property to the intersection of the southerly right of way line of M.B.T.A. property and the property line dividing parcels 32 and 33 as shown on said plan; thence running southerly along the property line dividing parcels 32 and 33 to the point of beginning."

Parcel 4 - "Beginning at the point of intersection of the easterly sideline of Arbor Street and the southerly sideline of Guild Road; thence running southerly by the easterly sideline of Arbor Street to the intersection of the easterly sideline of Arbor Street and the northerly sideline of Putnam Street; thence running easterly by the northerly sideline of Putnam Street to the intersection of the northerly sideline of Putnam Street and the westerly sideline of Cross Street; thence running northerly by the westerly sideline of Cross Street to the intersection of the westerly sideline of Cross Street and the southerly sideline of Guild Road; thence running

westerly by the southerly sideline of Guild Road to the point of beginning."

Parcel 5 - "Beginning at the point of intersection of the westerly sideline of Gould Street and the southerly right of way line of M.B.T.A. property; thence running southerly by the westerly sideline of Gould Street to the intersection of the westerly sideline of Gould Street and the northerly sideline of Highland Avenue; thence running southwestwardly by the northerly sideline of Highland Avenue to the intersection of the northerly sideline of Highland Avenue and the easterly sideline of Cross Street; thence running northerly by the easterly sideline of Cross Street to the intersection of the easterly sideline of Cross Street and the southerly sideline of Putnam Street; thence running northeasterly, northwesterly and southwestwardly by the sideline of Putnam Street to the intersection of the northerly sideline of Putnam Street and the easterly sideline of Cross Street; thence running northwesterly by the easterly sideline of Cross Street to the intersection of the easterly sideline of Cross Street and the northerly sideline of Guild Road; thence running southwestwardly by the northerly sideline of Guild Road to the intersection of the northerly sideline of Guild Road and the easterly sideline of Arbor Street; thence running northerly by the easterly sideline of Arbor Street to the intersection of the easterly sideline of Arbor Street and the southerly right of way line of M.B.T.A. property; thence running northeasterly by the southerly right of way line of M.B.T.A. property to the point of beginning."

Said above described parcel is exclusive of any and all rights of way as are now or may be enforceable.

The following motion to amend was offered by Mr. Paul Killeen by referring to those sections within the parentheses to be stricken:

In section (a):

(and (b) Place in the General Residence District all that land now zoned Industrial and lying between the centerline of Putnam Street and the M.B.T.A. right-of-way in the vicinity of Arbor Street and Cross Street, comprising parcels 20 and 36 on Assessor's Plan No. 77.)

In Parcel 4:

(Parcel 4 - "Beginning at the point of intersection of the easterly sideline of Arbor Street and the southerly sideline of Guild Road; thence running southerly by the easterly sideline of Arbor Street to the intersection of the easterly sideline of Arbor Street and the northerly sideline of Putnam Street; thence running easterly by the northerly sideline of Putnam Street to the intersection of the northerly sideline of Putnam Street and the westerly sideline of Cross Street; thence running northerly by the westerly sideline of Cross Street to the intersection of the westerly sideline of Cross Street and the southerly sideline of Guild Road; thence running westerly by the southerly sideline of Guild Road to the point of beginning.")

In Parcel 5:

(easterly sideline of Cross Street and the northerly sideline of

Guild Road; thence running southwesterly by the northerly sideline of Guild Road to the intersection of the northerly sideline of Guild Road and the easterly sideline of Arbor Street; thence running northerly by the easterly sideline of Arbor Street to the intersection of the easterly sideline of Arbor Street)

Mrs. Joanne Hull Roth, member, presented this proposal on behalf of the Planning Board. She noted that there has been strong support shown to improve this area which is a gateway to Needham.

Mr. Foster S. Crook expressed concern that the amendment was drawn up within the last ten days and the Needham Heights Association has not had time to review the amendment. A motion to refer the subject matter of Article 1 to the Planning Board for further study was offered by Mr. Foster S. Crook.

Mr. Crook's motion to refer was presented and carried by voice vote.

ARTICLE 12: LEASE OF THE HIGH ROCK SCHOOL

To see if the Town will vote to authorize the Board of Selectmen on behalf of the Town to enter into a lease of the High Rock School to an entity or entities for a period not to exceed ten years, upon such other terms and conditions as are approved by the School Committee, in accordance with Massachusetts General Laws, Chapter 40, Section 3; or take any other action relative thereto.

MOVED: That the Town authorize the Board of Selectmen on behalf of the Town to enter into a lease of the High Rock School to an entity or entities for a period not to exceed ten years, upon such other terms and conditions as are approved by the School Committee, in accordance with Massachusetts General Laws, Chapter 40, Section 3.

Mr. Gerald A. Wasserman, member, addressed this proposal on behalf of the School Committee.

Mrs. Cynthia Conturie presented a brief report on how the Town of Wellesley dealt with temporary overcrowding by using temporary classrooms at \$57,000. per unit. Mrs. Doris O. Waldstein suggested that the Town look into Wellesley's plan.

In response to an inquiry from the Town Clerk, Mr. Wasserman indicated that the High Rock School could continue to be used as a polling location.

Several Town Meeting members expressed concern with ten year lease. A motion to amend was offered by Mr. Richard W. Gatto that "ten years" be changed to "five years".

Mrs. Caroline D. Murray, Chairman, School Committee, advised that the wording was required under Massachusetts General Laws, Chapter 40, Section 3. Mr. David S. Tobin, Town Counsel, advised that the ten-year term was drafted to give the School Committee some flexibility.

Unanimous consent was given to allow Mr. Arthur Wagman, Administrator of Business Services for the Needham Public Schools and non-resident, to address Town Meeting. In response to an inquiry from the Moderator, Mr. Wagman advised that the High Rock School playing field will continue to be available to Needham residents and that a private elementary school and a small college have both expressed interest in leasing the High Rock School.

Mr. William A. Zoppo supported Mr. Gatto's amendment. He questioned the amount of traffic that will be generated, the amount of rent to be collected, and whether or not the rent will cover operating costs plus capital improvements.

Mrs. Meredith P. Page expressed concern that the School Committee has gone out to bid before the Town Meeting vote. Mrs. Lois Sockol concurred with Mrs. Page, but suggested that it was best for the Town to retain this school.

A motion was offered by Mr. Lee B. Manning to refer the subject matter back to the School Committee for further study.

Mr. Karl Clauset, School Committee member and abutter to the High Rock School, explained that the School Committee first met with the Board of Selectmen and, at the time, the Board of Selectmen advised that the Town was not in the position to take over the building. It was also decided that the building should be retained as a safeguard for future use and the School Committee concurred with the High Rock School PTC that the building not be leased for commercial purposes. As far as the "10" year lease, the article complies with the state law stating that the lease shall not exceed ten years. The reason for seeking bids prior to Town Meeting is that it is beneficial to all concerned to give as much lead time as possible.

A motion to move the previous question was offered by Mr. Paul J. Durda. The motion was presented and carried unanimously by voice vote.

Mr. Manning's motion to refer was presented, but it failed to pass by voice vote.

Mr. Gatto's motion to amend was presented, but it failed to pass by voice vote.

ACTION: The main motion was presented and carried by voice vote.

After the evening break, a motion to reconsider was offered by Mr. Lee B. Manning.

After a brief discussion, a motion to move the previous question was offered by Mr. Gerald R. Browne. The motion was presented and carried unanimously by voice vote.

Mr. Manning's motion to reconsider was presented, but it failed to pass by voice vote.

ARTICLE 13: AUTHORIZATION TO EXPEND FUNDS (NEWMAN SCHOOL REMODELING, RECONSTRUCTION AND EXTRAORDINARY REPAIRS)

To see if the Town will vote to raise and appropriate the sum of \$384,000. for the remodeling, reconstructing or making extraordinary repairs to the Newman School; said sum to be raised by borrowing and/or from the current tax levy; to be spent under the direction of the School Committee; or take any other action relative thereto.

MOVED: That the Town appropriate the sum of \$384,000. for the remodeling, reconstructing or making extraordinary repairs to the Newman School; to be spent under the direction of the School Committee; that to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow \$100,000. for up to twenty years under M.G.L. Chapter 44, Section 7 (3A); and the sum of \$284,000. shall be raised from the current year general operating revenues.

Mrs. Caroline D. Murray, Chairman, advised that the School Committee is requesting \$384,000. which is the balance needed to complete phase I of the renovation project in order to open the Newman School building as an elementary School.

Mrs. Cynthia J. Chaston, Chairman, reviewed how Phase I would be funded as recommended by the Finance Committee. Of the \$747,000. total cost for Phase I, \$363,000. from unexpected additional

State Aid and the balance of \$384,000. to be raised by \$284,000. from the current operating budget and \$100,000. from bonding. Mrs. Chaston noted, however, that the Finance Committee has some concerns about this project. She advised that Capital Planning is a must for the town. Last year the Finance Committee put together a Capital Plan which should include all buildings. However, this project does not have a plan after Phase I and is estimated to cost approximately \$4,000,000. The Finance Committee supports the first phase, but suggests a full review with the School Committee, the Board of Selectmen, and the Finance Committee before proceeding.

Mrs. Susan M. Anderson urged support of this proposal on behalf of the parents from Hillside, High Rock and Broadmeadow schools. She presented slides from the three schools showing the need for specific areas, acoustics, carpeting, etc. needed for the Newman building in order to use the building as an elementary school.

Mrs. Carol S. Knapton expressed concern with spending \$79,795. for carpeting and also advised that the carpet first be evaluated for toxic chemicals.

Mr. Carl Valente, Town Administrator, explained how this project fits into the five-year Capital Plan. He indicated the need to work very closely with the Finance Committee, the School Committee, and the Board of Selectmen on the Capital Plan. Secondly, the Newman project was included in the Capital Plan eleven months ago, however, the plan had to be changed. Because of the economy, the Board of Selectmen felt it was not appropriate to call for a debt override. Several projects have been funded and are no longer on the Capital Planning list. The situation has changed.

Mr. Foster S. Crook noted that he has chastised the School Committee for bringing the High School renovation project before Town Meeting six years ago. He noted that they have listened and are using the multi-planning approach. Good schools will help increase home values.

After a brief discussion, Mr. David S. Tobin, Town Counsel, advised the restrictions on the article will cause problems with bond counsel.

Mrs. Carline D. Murray, Chairman, assured Town Meeting that the School Committee will write into the specifications a requirement that the carpet be tested for toxic chemicals.

A motion to move the previous question was offered by Mr. Thomas M. Alpert. The motion was presented and carried by voice vote.

ACTION: The main motion was presented and carried by a count of hands. The hand count was Yes 175 - No 4.

ARTICLE 14: AUTHORIZATION TO BORROW (GLOVER MEMORIAL HOSPITAL EQUIPMENT)

To see if the Town will vote to raise and appropriate the sum of \$420,000. for the purchase of equipment at the Glover Memorial Hospital; said sum to be raised by borrowing; to be spent under the direction of the Trustees of Glover Memorial Hospital; or take any other action relative thereto.

MOVED: That the Town will vote appropriate the sum of \$420,000. for the purchase of equipment at the Glover Memorial Hospital, to be spent under the direction of the Trustees of the Glover Memorial Hospital; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$420,000. for up to fifteen years under M.G.L. Chapter 44, Section 7(9).

A motion was offered by Mr. John H. Cogswell that Articles 14 and 15 be discussed together, but voted on separately. The motion was presented and carried by voice vote.

Mr. Cogswell, Trustee of Glover Memorial Hospital, explained that the hospital, like other town buildings, needs some renovation. However, because of the Enterprise Fund, the cost of borrowing has, in essence, no effect on taxes. The hospital has a four-year plan for facility improvements. With current bonding winding down, the town can now raise new bonds with lower levels of expenditures. Mr. Cogswell noted that the Glover Memorial Hospital hopes to have a surplus again this year and urged support of Articles 14 and 15 on behalf of Glover Memorial Hospital.

In response to an inquiry from Mr. Richard B. Weitzen, Mr. Michael Fee, member of the Finance Committee, advised that the Finance Committee has reviewed the Glover Memorial Hospital proposals. If the hospital were to default, it would fall to the Town. Thus, the Finance Committee reviewed quite closely the hospital's cash flows a business plan. These are worthy projects. The Finance Committee voted unanimously to support Articles 14 and 15. Mr. Fee noted that the Glover Memorial Hospital should be commended because it has shown the ability to go out and earn money.

Mr. H. Phillip Garrity, Jr, Selectman, urged support of these articles on behalf of the Board of Selectmen.

Mrs. Mary Ellen Hale expressed concern that the Town is in the position of running a hospital. She urged consideration in voting against these proposals.

A motion to move the previous question was offered by Mr. Eugene S. McMorro. The motion was presented and carried by voice vote.

ACTION: The main motion was presented and carried by a count of hands. The hand count was Yes 161 - No 9.

ARTICLE 15: AUTHORIZATION TO BORROW (GLOVER MEMORIAL HOSPITAL REMODELING, RECONSTRUCTION AND EXTRAORDINARY REPAIRS)

To see if the Town will vote to raise and appropriate the sum of \$315,000. for the remodeling, reconstructing or making extraordinary repairs to the Glover Memorial Hospital; said sum to be raised by borrowing; to be spent under the direction of the Trustees of the Glover Memorial Hospital; or to take any other action relative thereto.

MOVED: That the Town appropriate the sum of \$315,000. for the remodeling, reconstruction or making extraordinary repairs to the Glover Memorial Hospital, to be spent under the direction of the Trustees of the Glover Memorial Hospital; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$315,000. for up to twenty years under M.G.L. Chapter 44, Section 7(3A).

ACTION: The main motion was presented and carried by a count of hands. The hand count was Yes 161 - No 9.

At 10:58 P.M. the following Resolution was offered by the Board of Selectmen:

RESOLUTION

In Honor of Stanley R. Tippet

WHEREAS, Stanley R. Tippet devoted his time and energy to the Town of Needham, and

WHEREAS, His loving and dutiful service to the community will be long remembered by all its citizens, and

WHEREAS, Stanley R. Tippet was a Town Meeting member for thirty-two (32) years; and

WHEREAS, His service to the community included elected membership on the Planning Board for seventeen (17) years, the Board of Appeals for twelve (12) years, a member of the Exchange Club for thirty-four (34) years, charter member of the Needham Community Theatre, and for many years he was a Needham Call Firefighter.

NOW, THEREFORE, BE IT RESOLVED that this Town Meeting extends its condolences to his beloved wife, Harriett, and

FURTHER, BE IT RESOLVED by this body that this Special Town Meeting be dissolved in memory of the many contributions to the Town of Needham by our friend and neighbor Stanley R. Tippet.

ACTION: The Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, CMC,
Town Clerk

ATTEST:

RECORD OF THE ANNUAL TOWN ELECTION

The ballot box returns in the Precincts were as follows:

MONDAY, APRIL 12, 1993

Pursuant to a Warrant issued by the Selectmen March 9, 1993 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Monday, the twelfth day of April in the year 1993 at forty-five minutes after six o'clock in the forenoon.

The meeting was called to order and the Warrant and the Officer's Return were read by the Warden of the Precincts, the reading of the articles in the Warrant being waived upon motion.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A -	Hillside School
Precinct B -	Hillside School
Precinct C -	Newman Middle School
Precinct D -	High Rock School
Precinct E -	Pollard Middle School
Precinct F -	Stephen Palmer Community Room
Precinct G -	Broadmeadow School
Precinct H -	Broadmeadow School
Precinct I -	William Mitchell School - Gymnasium
Precinct J -	William Mitchell School - Gymnasium

The polls were opened at forty-five minutes after six o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

- One Moderator for One Year;
- Two Selectmen for Three Years;
- One Selectman for One Year;
- One Assessor for Three Years;
- Two Members of School Committee for Three Years;
- One Trustees of Memorial Park for Three Years;
- Three Trustees of Needham Public Library for Three Years;
- One Member of Board of Health for Three Years;
- One Member of Planning Board for Five Years;
- One Member of Planning Board for Two Years;
- One Member of Needham Housing Authority for Five Years;
- One Member of Needham Housing Authority for Two Years;
- One Commissioner of Trust Funds for Three Years;
- One Member of Park and Recreation Commission for Three Years;
- Two Constables for Three Years;
- Twenty-Seven Town Meeting Members from Precinct A;
- Twenty-Seven Town Meeting Members from Precinct B;
- Twenty-Seven Town Meeting Members from Precinct C;
- Twenty-Seven Town Meeting Members from Precinct D;
- Twenty-Four Town Meeting Members from Precinct E;
- Twenty-Four Town Meeting Members from Precinct F;
- Twenty-Four Town Meeting Members from Precinct G;
- Twenty-Four Town Meeting Members from Precinct H;
- Twenty-Four Town Meeting Members from Precinct I;
- Twenty-Four Town Meeting Members from Precinct J.

PRECINCTS	A	B	C	D	E
6:45 A.M.	0	0	0	0	0
7:00 A.M.	0	2	1	16	2
8:00 A.M.	0	18	15	26	25
9:00 A.M.	34	44	40	55	87
10:00 A.M.	52	54	78	86	99
11:00 A.M.	75	78	95	114	117
12:00 NOON	92	101	125	155	134
1:00 P.M.	116	125	147	181	155
2:00 P.M.	151	144	187	205	174
3:00 P.M.	174	168	221	231	212
4:00 P.M.	199	195	248	272	254
5:00 P.M.	234	231	286	330	285
6:00 P.M.	268	273	330	395	326
7:00 P.M.	309	311	368	462	368
8:00 P.M.	343	343	417	534	452

PRECINCTS	F	G	H	I	J
6:45 A.M.	0	0	0	0	0
7:00 A.M.	15	5	9	4	1
8:00 A.M.	53	30	26	35	40
9:00 A.M.	95	41	57	62	68
10:00 A.M.	129	56	79	89	90
11:00 A.M.	159	82	103	109	108
12:00 NOON	192	95	135	126	129
1:00 P.M.	217	118	162	162	152
2:00 P.M.	255	137	205	204	189
3:00 P.M.	293	181	246	237	216
4:00 P.M.	340	224	292	281	250
5:00 P.M.	375	264	340	323	317
6:00 P.M.	455	313	397	398	389
7:00 P.M.	528	376	471	461	456
8:00 P.M.	578	432	525	512	500

The Town Clerk and the Board of Registrars upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 10:10 P.M., April 12, 1993.

(The absentee ballots are included in the Total Vote)
TOTAL VOTE CAST: 4,637 - 25.08%

The result of the balloting was as follows:

TOWN OFFICES

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
Total Number of Votes Cast	343	345	417	534	452	577	432	525	512	500	4,637
MODERATOR (For one year)(Vote for One)											
Richard P. Melick	220	236			287	384	275	331	349	323	3,053
Blanks	123	109	135	168	165	193	157	194	163	177	1,584
SELECTMAN (For three years)(Vote for NOT MORE THAN TWO)											
Sally B. Davis	240	255	318	397	339	434	349	378	390	387	3,487
John D. Marr, Jr.	218	247	284	349	328	379	310	352	366	351	3,184
Richard E. Jones	52	47	64	79	57	74	43	77	58	49	600
Scattered Write-Ins	-	-	-	-	-	-	-	2-	-	-	2
Blanks	176	141	168	243	180	267	162	241	210	213	2,001
SELECTMAN (For one year)(Vote for One)											
Richard S. Creem	171	131	143	167	127	181	91	158	143	167	1,479
Paul Theodore Owens	139	177	228	300	278	326	311	307	315	267	2,648
Blanks	33	37	46	67	47	70	30	60	54	66	510
ASSESSOR (For three years)(Vote for One)											
Thomas J. Mulhern	202	212	284	325	248	353	270	304	314	306	2,818
Blanks	141	133	133	209	204	224	162	221	198	194	1,819
SCHOOL COMMITTEE (For three years)(Vote for NOT MORE THAN TWO)											
Jennifer Peck Fainberg	202	174	233	252	222	305	240	259	280	248	2,415
Gerald A. Wasserman	179	197	216	271	214	282	249	239	277	263	2,387
Christopher Z. Dobrowolski	94	106	116	144	131	180	113	205	146	133	1,368
Barbara E. Gillmeister	85	94	136	206	162	193	118	155	156	174	1,479
Blanks	126	119	133	195	175	194	144	192	165	182	1,625
TRUSTEES OF MEMORIAL PARK (For three years)(Vote for One)											
John S. Gallello	222	231	298	358	273	371	291	311	320	329	3,004
Blanks	121	114	119	176	179	206	141	214	192	171	1,633
TRUSTEES OF NEEDHAM PUBLIC LIBRARY (For three years)(Vote for NOT MORE THAN THREE)											
Robert D. Hall, Jr.	108	115	135	179	140	156	127	197	174	184	1,515
Thomas M. Harkins	171	197	240	298	276	405	305	299	323	287	2,801
Sally D. Powers	195	209	256	326	271	376	290	324	326	293	2,866
Lois Sockol	244	243	300	331	284	345	267	307	348	312	2,981
Blanks	311	271	320	468	385	449	307	448	365	424	3,748
BOARD OF HEALTH (For three years)(Vote for One)											
Rachel Spector	236	240	298	369	263	363	283	323	340	331	3,046
Blanks	107	105	119	165	189	214	149	202	172	169	1,591
PLANNING BOARD (For five years)(Vote for One)											
Devra G. Bailin	139	165	222	257	204	310	205	219	233	217	2,171
Norman Katziff	120	85	87	126	117	98	106	151	113	128	1,131
Scattered Write-Ins	1	-	-	-	-	-	-	-	-	-	1
Blanks	83	95	108	151	131	169	121	155	166	155	1,334
PLANNING BOARD (For two years)(Vote for One)											
David W. Kunhardt	142	146	208	241	205	259	177	188	208	176	1,950
James P. O'Brien	119	118	136	223	147	197	157	189	178	193	1,657
Blanks	82	81	73	70	100	121	98	148	126	131	1,030
NEEDHAM HOUSING AUTHORITY (For five years)(Vote for One)											
Diane Perry Matthews	68	46	56	76	67	113	87	128	139	105	885
Richard W. Gatto	151	157	251	351	232	307	231	217	235	231	2,363
Michael M. Monahan	24	25	32	40	54	59	36	54	48	39	411
Frederick Waldman	57	64	39	17	29	26	16	33	17	50	348
Blanks	43	53	39	50	70	72	62	93	73	75	630

The result of the balloting was as follows:

TOWN OFFICES

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>I</u>	<u>J</u>	<u>TOTAL</u>
Total Number of Votes Cast	343	345	417	534	452	577	432	525	512	500	4,637
NEEDHAM HOUSING AUTHORITY (For two years)(Vote for One)											
David J. Anderson	59	38	55	90	54	72	61	57	70	50	606
Paul J. Rogan	100	97	111	157	122	166	132	170	136	179	1,370
Paulette J. Turner	94	110	123	172	149	174	140	145	161	129	1,397
Scattered Write-Ins	-	-	-	1	-	-	-	-	-	-	1
Blanks	90	100	128	114	127	165	99	153	145	142	1,263
COMMISSIONER OF TRUST FUNDS (For three years)(Vote for One)											
Gerald Swartz	222	219	263	330	231	341	255	301	297	317	2,776
Blanks	121	126	154	204	221	236	177	224	215	183	1,861
PARK & RECREATION COMMISSION (For three years)(Vote for One)											
Philip V. Robey	229	228	281	350	277	395	290	344	345	339	3,078
Blanks	114	117	136	184	175	182	142	181	167	161	1,559
CONSTABLE (For three years)(Vote for NOT MORE THAN TWO)											
Walter A. Wright, Jr.	157	162	191	263	211	283	197	245	243	223	2,175
Andrew G. Carson	119	125	117	124	114	134	100	129	133	134	1,229
Wayne A. Cunningham	82	67	124	171	84	151	85	119	84	98	1,065
Edward L. McCallum	54	67	66	87	102	121	105	113	109	104	928
Blanks	274	269	336	423	393	465	377	444	455	441	3,877

TOWN MEETING MEMBERS

* Tie Vote

PRECINCT A (For three years)

Jennifer Peck Fainberg	197	Kathryn L. D'Addesio	142
Richard S. Creem	186	Irwin Silverstein	140
Paula F. Fantegrossi	167	Elsie Robinson	138
Linda A. Rosenberg	167	Hertz N. Henkoff	138
Ira A. Nagel	156		

PRECINCT A (For two years)

Blanche D. Randall	137	Stephen Hamburger	127
Richard S. Lusk	135	John P. Bleakney	127
Doris O. Waldstein	132	Michael W. Reardon	125
Sydney Randall	130	Robert E. Hoban, Jr.	125
Herbert Robinson	129		

PRECINCT A (For one year)

Louise P. Swanson	119	Sylvia Shuman	6
John D. Genova	111	Beverly Lusk	4
George Tarallo	107	David G. Ranberg	4
Richard D. Lempitski	92	Janet Ranberg	4

PRECINCT A (Not Elected)

* Stuart L. Altman	1	* Donald J. Newman	1
* Walter D. Herrick	1	* Stanley E. Pilch	1

PRECINCT B (For three years)

Harriett D. Tippet	170	William L. Sweet	140
Gerald A. Wasserman	164	Joan M. Johnson	139
Mary Lou Evans	158	Robert E. Evans	138
Susan M. Glazer	151	Robert D. Friedman	134
Frederick Waldman	142		

PRECINCT B (For two years)

Jason L. Levy	129	A. Fay Remnitz	114
Meredith P. Page	126	John D. Woodley	112
Deborah H. Anastas	126	John M. O'Hara	112
Trudi R. Ide	125	Thomas M. Alpert	112
Patricia A. Baker	120		

PRECINCT B (For one year)

Walter E. Hobson	108	Richard B. Remnitz	104
Alfred S. Coren	107	Sandra E. Jaszek	102
William E. Duncan	105	Ethan F. Fener	100
Lee B. Manning	105	Albert E. Mills	100
John F. Whalen, Jr.	105		

PRECINCT B (Not Elected)

John J. Frankenthaler	99	Peter E. Strzelski	87
-----------------------	----	--------------------	----

PRECINCT C (For three years)

Lois Sockol	242	Sarah Ann Toran	187
Ron Sockol	232	Kathleen R. McIntosh	184
Charles W. Wyckoff	193	Andrew J. Oliveri	182
Laurence G. Eaton	192	Russell S. Broad, Jr.	182
Sheila G. Pransky	190		

TOWN MEETING MEMBERS

* Tie Vote

PRECINCT C (For two years)

Judith S. Lebow	179	Joseph H. Silverman	167
Linda A. Shaughnessy	176	Daniel P. Messing	176
Stanton H. Davis	173	William H. Dugan, Jr.	162
John H. Cogswell	172	Cynthia J. Chaston	161
Rita A. Russian	169		

PRECINCT C (For one year)

Mary J. P. O'Brien	160	Mertina L. Scharback	149
Jan D. Campbell	159	David W. Lombard	149
Daniel L. Lintz	151	Patrick J. Hyland	149
Jonathan D. Tamkin	149	Helen R. Jekowsky	133

PRECINCT C (NOT Elected)

* Eugene S. Ciolfi	2	James Blumenfeld	1
* Kurt H. Wulff	2	Scattered Write-Ins	3

PRECINCT D (For three years) (Vote for Nine)

Sally B. Powers	273	William M. Powers	218
David W. Kunhardt	252	Jonathan M. Davis	212
Carol Johnson Boulris	246	Madeline A. Page	210
Christine H. Miara	233	Joyce S. Rockmore	208
Paul Killeen	232		

PRECINCT D (For two years)

Elizabeth B. Kloss	195	Bradford S. Barnes	183
Joan E. Adams	194	Cynthia A. Ganung	180
Diane S. Webber	189	Kathleen M. Lewis	179
Maribeth Wadman	184	Ronald L. Morrison	178
Richard L. Malconian	183		

PRECINCT D (For one year)

John Brennan	177	Roger B. Hunt	169
Michael J. O'Leary, Jr.	175	Andrew D. Frieze	164
Robert Todd Pratt	175	Joseph Pitts	162
Susan C. Feely	172	Matthew J. Appelstein	152
Cynthia L. Conturie	171		

PRECINCT D (Not Elected)

Thomas F. Soisson	147
-------------------	-----

PRECINCT E (For three years)

David L. Gillmeister	174	Susan R. Posner	164
David Summergrad	171	Maryruth Perras	162
Jane A. Howard	169	Nancy Winbury Griffith	158
Philip V. Robey	168	Robert C. Davis	152

PRECINCT E (For two years)

Ann Dermarderosian	146	Jeffrey Kleiman	139
Mary H. Dickert	143	Edmund V. Donnelly	133
Roma Jean Brown	142	Lawrence R. Cummings	133
Linda J. George	139	Carol A. Tracy	127

TOWN MEETING MEMBERS

* Tie Vote

PRECINCT E (For one year)

Carol S. Knapton	126	Joan C. Kirkman	118
Mary Jane Baker	122	Jon D. Schneider	117
John P. Connelly	121	Edward Nowak, Jr.	117
Frederick E. Barstow	121	Amy Robinson	114

PRECINCT E (Not Elected)

Adrienne S. Dey	107	Paul J. Durda	104
Tamara B. Lamenzo	106	Andrea J. Wizer	101
Gary J. Uhl	105		

PRECINCT F (For three years)

Richard W. Gatto	320	John F. Milligan	221
Thomas M. Harkins	275	Kirsten D. Durbin	210
Dana W. Story, Jr.	239	Gilbert W. Cox, Jr.	204
James Hugh Powers	224	Daniel P. Matthews	203

PRECINCT F (For two years)

Gregory John Shesko	195	Susan M. Anderson	173
John J. Naughton, Jr.	188	Susan D. Baer	165
Sandra Balzer Tobin	186	Rita L. Minahan	164
Richard W. Davis	180	Alden Eberly	160

PRECINCT F (For one year)

Edith B. Martin	153	Judith R. Pike	150
Mary Ellen Hale	153	Elizabeth M. Keil	149
Deborah S. Winnick	152	Arthur M. Tiernan, Jr.	148
Deborah L. Roberts	151	Donnell F. O'Duggan	148

PRECINCT F (Not Elected)

Dexter H. Marsh, Jr.	137	Michael M. Monahan	103
Paul T. Milligan	133	J. Darrison Sillesky	92
Angus G. McQuilken	131	Thomas H. Wiggan	90
Kathleen D. Whitney	124	Michael L. Verdun	87
William A. Zoppo	115	Ada W. Suydam	67

PRECINCT G (For three years)

Paul Theodore Owens	243	Patricia B. Buckley	205
Margaret G. Murphy	240	Paul O'Connor	202
Caroline D. Murray	235	Frank S. Gallelo	202
Jill E. Owens	227	* Mary Ann Oldfield	200
		* Kathleen J. O'Keeffe	200

PRECINCT G (For two years)

Susan W. Abbott	198	Sheila G. Pulver	176
Barbara K. Popper	195	Frank E. Reardon	171
Robert T. Heald	183	George L. Keleher	169
		Robert T. Smart, Jr.	168

PRECINCT G (For one year)

Marsha C. Salett	167	Mary T. Riddell	165
Jean R. Phalen	167	Leo C. Schlittler	160
Christian H. Fredericks, Jr.	166	Richard B. Weitzner	145
Richard DeMeis	166	Ronald W. Ruth	24

TOWN MEETING MEMBERS

* Tie Vote

PRECINCT G (Not Elected)

Karl P. Heinz	17	Feza Oktay	2
James A. Goldstein	2	Marcia B. Young	2
Thomas M. Hefferon	2		

PRECINCT H (For three years)

Marjorie M. Margolis	273	Edward B. Murphy	236
Barbara Buckley Doyle	263	David F. Devine	235
Peter J. Meade	246	Robert Y. Larsen	219
Therese A. Buckley	238	Mark McDonough	214

PRECINCT H (For two years)

John F. O'Rourke	209	Caroline Q. McElroy	197
Eleanor Nutile	209	Nancy E. McCarthy	197
Barbara R. Wilmot	202	Leroy J. Nutile	192
Eugene S. McMorrow	200	Norman M. Bryden	191

PRECINCT H (For one year)

Peter E. McElroy	189	Ellen M. Grady	170
Elizabeth L. Rich	186	Marena H. Burnett	169
Gordon H. Piper	171	Michael E. Flanagan	158
Peter Friedenberg	171	Ellen A. Shapiro	152

PRECINCT H (Not Elected)

Jeffrey Kristeller	138	Daniel J. Kumin	137
--------------------	-----	-----------------	-----

PRECINCT I (For three years)

Elizabeth A. Giles	203	Elinor R. Devlin	173
Claire Kroll Fusaro	203	Mary D. Quirk	172
Susanne D. Hughes	176	Maureen T. McCaffrey	166
Paul H. Attridge	175	David C. Gerber	161

PRECINCT I (For two years)

John W. Day	160	Diane Perry Matthews	154
Robert E. Chase	158	Neil O. Alper	154
Paul F. Denver	156	Janet P. Bigelow	152
Michelle M. McQuillen	154	* Deborah J. Keefe	149
		* Robert D. Hall, Jr.	149
		* Susan M. Burt	149

PRECINCT I (For one year)

		Alan D. Burt	138
		Elaine E. Messias	131
John W. Lebourveau	147	Gerald R. Browne	130
Margaret A. Riley	140	Keith M. McClelland	129

PRECINCT I (Not Elected)

Margaret M. Eldridge	124	Patricia H. Sweriduk	100
Thomas O. Bean	116	John E. Merna	99
Peter B. Benfield	115	Barbara Roggeveen	96
Carol D. Alper	109	Nancy L. Wilson	91

TOWN MEETING MEMBERS

* Tie Vote

PRECINCT J (For three years)

George F. Skinner	243	Deborah A. Coyle	198
Betay M. Tedoldi	226	Thomas E. Caulfield	196
Jo-Ann Miles	207	Bonnie Jean Tower	194
William J. Miles	201	John F. Connell	185

PRECINCT J (For two years)

Maura O. Walsh	174	Marcia C. Mather	166
Jeanne Durkin Gerber	171	Andrew Picariello	162
Lynne D. Stern	166	Emily M. Salaun	162
William R. Dermody	166	John J. Gill	156

PRECINCT J (For one year)

Foster S. Crook	152	Margaret A. Tucker	143
Robert A. Downs	150	Alfred J. Murphy	133
David C. Crocker	148	Amy T. Goldman	119
Susan B. Condon	144	Michael D. Mullican	119

PRECINCT J (Not Elected)

James Glickman	115	Kenneth I. Spigle	95
Bobbie Alicen	105	Laura J. Morse	84
Suzanne M. Doisneau	100	R. Douglas Leininger	1

The ballots cast in the several precincts were returned to the Town Clerk in the sealed containers. The voting lists used at the entrances to the polling places and at the ballot boxes and a copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 10:10 P.M., April 12, 1993.

Theodora K. Eaton, CMC,
Town Clerk

ELECTION

(To Break Tie Vote in Precinct A
for Town Meeting MemberApril 20, 1993
7:00 P.M.

In accordance with Section 6, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct A was held on Tuesday evening, April 20, 1993 for the purpose of electing one of four candidates receiving tie votes for a one-year term at the Annual Town Election on April 12, 1993. A quorum was present; ballots were cast with the following results:

Stuart L. Altman	- 4 votes
Walter D. Herrick	- 2 votes
Donald J. Newman	-12 votes
Stanley E. Pilch	- 0 votes
Blanks	- 1 vote

Attest:

Theodora K. Eaton, CMC,
Town Clerk

ELECTION

(To Break Tie Vote in Precinct G
for Town Meeting MemberApril 20, 1993
7:30 P.M.

In accordance with Section 6, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct G was held on Tuesday evening, April 20, 1993 for the purpose of electing one of two candidates receiving tie votes for a three-year term at the Annual Town Election on April 12, 1993. A quorum was not present and the meeting was rescheduled for Monday, May 3, 1993 at 7:00 P.M. at the High School just prior to the start of Town Meeting.

Attest:

Theodora K. Eaton, CMC,
Town Clerk

ELECTION

(To Break Tie Vote in Precinct I
for Town Meeting MemberApril 20, 1993
8:00 P.M.

In accordance with Section 6, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct I was held on Tuesday evening, April 20, 1993 for the purpose of electing one of three candidates receiving tie votes for a two-year term at the Annual Town Election on April 12, 1993. A quorum was present; ballots were cast with the following results:

Susan M. Burt	- 9 votes
Robert D. Hall, Jr.	- 1 votes
Deborah J. Keefe	- 5 votes

Attest:

Theodora K. Eaton, CMC,
Town Clerk

ELECTION

(To Break Tie Vote in Precinct C
for Town Meeting MemberApril 20, 1993
8:30 P.M.

In accordance with Section 6, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct C was held on Tuesday evening, April 20, 1993 for the purpose of electing one of two candidates receiving tie votes for a one-year term at the Annual Town Election on April 12, 1993. A quorum was present; ballots were cast with the following results:

Eugene S. Ciolfi	- 12 votes
Kurt H. Wulff	- 2 votes

Attest:

Theodora K. Eaton, CMC,
Town Clerk

ELECTION

(To Break Tie Vote in Precinct G
for Town Meeting MemberMay 3, 1993
7:00 P.M.

In accordance with Section 6, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct G was held on Tuesday evening, April 20, 1993 for the purpose of electing one of two candidates receiving tie votes for a three-year term at the Annual Town Election on April 12, 1993. A quorum was present; ballots were cast with the following results:

Kathleen O'Keefe	- 11 votes
Mary Ann Oldfield	- 4 votes

Attest:

Theodora K. Eaton, CMC,
Town Clerk

WARRANT ARTICLE INDEX

<u>Article</u>	<u>Descriptive Title</u>	<u>PAGE</u>
1.	Annual Town Election	35
2.	Committee Officer Reports	48
3.	Authorization to Expend State Funds	46/50
ZONING ARTICLES		
4.	Amend Zoning By-Law - Parking Waiver Special Permit/ Major Project Special Permit	50/51
5.	Amend Zoning By-Law - Establishment of Neighborhood Business District	51-56
6.	Amend Zoning By-Law - Map Change to Neighborhood Business District	56-60
7.	Amend Zoning By-Law - Map Change to General Residence District	60-62
8.	Amend Zoning By-Law	62-63
PERSONNEL RELATED ARTICLES		
9.	Establish Elected Officials' Salaries	63-64
10.	Amend Classification and Standard Rates of Compensation	64-73
11.	Amend Consolidated Personnel By-Law	73
12.	Fund Collective Bargaining Agreement - Independent Town Workers Association	74
FINANCE/BUDGET ARTICLES		
13.	Appropriate the FY 94 Operating Budget	74-77
14.	Appropriate for Mosquito Control	77-78
15.	Appropriate for Design Review Criteria Study	78
16.	Establish Revolving Fund - Local Transportation (MGL Chapter 44, Section 53E 1/2)	78-79
17.	Accept MGL Chapter 73, Section 4 of the Acts of 1986 (Increase Property Tax Exemption)	79
18.	Transfer of Undesignated Fund Balance (Free Cash)	47/79
CAPITAL IMPROVEMENT BUDGET ARTICLES		
19.	Appropriate For Townwide Data Processing System	79
20.	Appropriate For Public Safety Dispatch/Record Keeping System	79-80
21.	Appropriate For Student Records Data Processing System	80
22.	Appropriate For Sewer System Rehabilitation	80
23.	Appropriate For Solid Waste Transfer Trailers	80-81
24.	Appropriate For Sewer Pump Station Auxiliary Power	81
25.	Appropriate For Water System Rehabilitation	47/81
26.	Appropriate For Storm Drain Improvements	47/81

<u>Article</u>	<u>Descriptive Title</u>	<u>PAGE</u>
27.	Appropriate For Recycling Expansion	81
28.	Appropriate For Fire Department Brush Truck	81
29.	Appropriate For Fire Department Command Vehicle	82
30.	Appropriate For DPW Air Conditioning Unit Replacement	82
31.	Appropriate For Traffic Signal Replacement	82
32.	Appropriate For Sidewalk Repairs	47/82

GLOVER MEMORIAL HOSPITAL ARTICLES

33.	Appropriate For Hospital Equipment	82
34.	Appropriate For Hospital Renovations	82/83
35.	Amend General By-Laws - Section 5.1 and 5.4	83
36.	Authorize Petition to General Court- Enterprise Fund of The Glover Memorial Hospital	83/84

AMEND GENERAL BY-LAWS

37.	Amend General By-Laws - Section 2.7.2, 1.8.1, 1.8.2 (Building Committees)	84-86
38.	Amend General By-Laws - Section 10.2.2 (Board of Health Regulations) (Snow and Ice on Sidewalks)	86-87

TOWN MEETING COMMITTEES

39.	Continue Buildings and Grounds Study Committee	87
40.	Continue Solid Waste Disposal/Recycling Advisory Committee	47/87
41.	Continue Parking Facilities Study Committee	87
42.	Continue School Safety Study Committee	87-88
43.	Continue School Department Facilities Building Committee	47/88
44.	Continue Environmental Zoning Committee	88
45.	Continue Future School Needs Committee	48/88
46.	Omnibus Article	88-89

SPECIAL TOWN MEETING WARRANT ARTICLE INDEX

1.	Amend Classification and Standard Rates of Compensation	48
2.	Amend Fiscal Year 1993 Budget	48/49
3.	Appropriate to Stabilization Fund	49
4.	Authorize Joint Municipal Services Agreement	49

ANNUAL TOWN MEETING FOR THE TRANSACTION OF BUSINESS

May 3, 1993

Pursuant to a Warrant issued by the Selectmen March 9, 1993, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Needham High School on Monday, May 3, 1993, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 271 voters, including 249 Town Meeting Members, were checked on the list as being present.

The "All Town Orchestra", consisting of third to eighth graders who auditioned to be a member of this elite group, performed prior to the call to the meeting.

As an ecumenical project in association with the 75th Birthday of St. Joseph's Parish of Needham, ladies of all the churches in Needham joined together in the making of a very special quilt. This quilt was presented to the Town of Needham by Chairperson Mary Donovan and Avis Glasheen.

The meeting was called to order at 7:30 o'clock by the Moderator, Richard P. Melick. The colors were presented by Eagle Scouts Eric C. Chang of Troop 13 and Adam Daniel Elboim of Troop 2 and Girl Scout Becky Sarafinas of Troop 3356 while those present joined in singing "America The Beautiful".

At the designation of Rev. Paul C. Clayton, President of the Needham Clergy Association, Rev. James J. Haddad, Pastor, St. Joseph's Church, gave the invocation. Following this, the call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Town Meeting Members were sworn to the faithful performance of their duties by the Town Clerk.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are one Town Meeting Family with a common goal: the best interest of the community.
2. Rise to be recognized and address the chair; speak your name so that the Town Clerk can complete her records.
3. Disclosure required by one employed as an attorney by another who is interested in a matter; General By-Laws, Art. I, section 9.
4. Any speaker who addresses the merits of a matter shall not be permitted to place on the floor immediately following the speaker's remarks, a motion to move the previous question or a motion to limit debate; General By-Laws, Art. I, section 6.
5. If lengthy or complicated motions are not drafted and reviewed by the Moderator prior to being placed on the floor, then the speaker will yield the floor to another speaker while the drafting and formulation process is occurring. Short motions to amend and procedural motions need not be in writing.
6. Parliamentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elong or permit debate

after a motion to move the previous question has been voted in the affirmative.

7. Limits of debate shall be enforced.

8. Questions asked for general information purposes unnecessary for the consideration of the matter on the floor shall be ruled out of order.

9. If a speaker either makes any reference whatsoever to the existence or presence of cameras within the hall or within the sole discretion of the Moderator it is believed that the remarks of the speaker are in any way affected by the existence of the cameras, then in either event the speaker will be ruled out of order and requested to immediately be seated.

10. After a motion to put the previous question has been voted, a member may rise to a point of information only to inquire (1) what the motion or motions are that are to be put pursuant to said vote, or (2) to ask as to the order in which motions are to be so put if there be more than one motion to be voted upon, and for no other purpose.

Unanimous consent was given to adopt the following limits of debate:

25 Minutes - Committee Chairmen, proponents, attorneys representing proponents; subject to extension at the discretion of the Moderator in cases of a building committee report or the like.

10 Minutes - Town Meeting members, non-town meeting members, visitors other than attorneys.

Changes in affirmative motions contrasted with articles were noted by the Moderator.

The Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 2. No Town Meeting Member responded with "question" or "debate" to the following articles: 3, 18, 25, 26, 32, 40, 43, and 45.

The Moderator called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. The Moderator stated that the Town Counsel had filed copies of an affirmative motion for each article with the Town Clerk on April 20, 1993, and that the motions had been available for public scrutiny since that date. It was moved that all affirmative motions for the above-mentioned articles be adopted by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 3: AUTHORIZATION TO EXPEND STATE FUNDS

To see if the Town will vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways, authorize the expenditure of \$435,741. provided or to be provided by the Commonwealth of Massachusetts Highway Department under the provisions of Chapter 33 of the Acts of 1991; or take any other action relative thereto.

MOVED: That the Town authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways, authorize the expenditure of \$435,741. provided or to be provided by the Commonwealth of Massachusetts Highway Department under the

provisions of Chapter 33 of the Acts of 1991.

ACTION: So voted by unanimous vote.

ARTICLE 18: TRANSFER OF UNDESIGNATED FUND BALANCE (FREE CASH)

To see if the Town will vote to transfer a sum from the Undesignated Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Town Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1994; or take any other action relative thereto.

MOVED: That the Town transfer \$1,435,000 from the Undesignated Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Town Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1994.

ACTION: So voted by unanimous vote.

ARTICLE 25: APPROPRIATE FOR WATER SYSTEM REHABILITATION

To see if the Town will vote to raise and appropriate \$500,000. for the rehabilitation and improvement of the water system including studies, engineering service, plans, specifications and contract documents for main relining or replacement and pumping station improvements; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town appropriate \$500,000. for the rehabilitation and improvement of the water system including studies, engineering service, plans, specifications and contract documents for main relining or replacement and pumping station improvements to be spent under the supervision of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$500,000. for a period up to 40 years under G.L. c. 44, S 8(5) and 8(6).

ACTION: So voted by unanimous vote.

ARTICLE 26: APPROPRIATE FOR STORM DRAINAGE IMPROVEMENTS

To see if the Town will vote to raise and appropriate \$30,000 for the construction of storm water drains in public ways and through easements on private property; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town appropriate \$30,000 for the construction of storm water drains in public ways and through easements on private property to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$30,000. for a period up to 30 years under G.L. c. 44, S7(1).

ACTION: So voted by unanimous vote.

ARTICLE 32: APPROPRIATE FOR SIDEWALK REPAIRS

To see if the Town will vote to raise and appropriate \$40,000 to repair or replace sidewalks at various locations; determine how such

sum shall be raised; said sum to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town appropriate \$40,000 to repair or replace sidewalks at various locations to be spent under the direction of the Board of Selectmen; said sum to be raised from the current tax levy.

ACTION: So voted by unanimous vote.

ARTICLE 40: CONTINUE SOLID WASTE DISPOSAL/RECYCLING ADVISORY COMMITTEE

To see if the Town will vote to continue and rename the Solid Waste Disposal Study Committee, to the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and last continued by vote under Article 51 of the 1992 Annual Town Meeting; direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue and rename the Solid Waste Disposal Study Committee, to the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and last continued by vote under Article 51 of the 1992 Annual Town Meeting; direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste; said Committee to report to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

ARTICLE 43: CONTINUE SCHOOL DEPARTMENT FACILITIES BUILDING COMMITTEE

To see if the Town will vote to continue the School Department Facilities Building Committee, as originally established by vote under Article 37 of the 1991 Annual Town Meeting; and last continued by vote under Article 54 of the 1992 Annual Town Meeting; to study and develop plans for the construction, reconstruction, alteration, enlargement, renovation or expansion of the facilities under the jurisdiction of the School Department and to serve as the core of any Committee later established to oversee the development and implementation of plans for work on a particular facility; said committee members to be appointed by the School Committee and said members shall include but not be limited to the Superintendent or his designee, one or more representatives of the School Committee and all those persons required by section 2.7.2.1 of the General By-laws of the Town of Needham; direct and authorize said Committee to report its findings and recommendations at the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the School Department Facilities Building Committee, as originally established by vote under Article 37 of the 1991 Annual Town Meeting; and last continued by vote under Article 54 of the 1992 Annual Town Meeting; to study and develop plans for the construction, reconstruction, alteration, enlargement, renovation or expansion of the facilities under the jurisdiction of the School Department and to serve as the core of any Committee later established to oversee the development and implementation of plans for work on a particular facility; said committee members to be appointed by the School Committee and said members shall include but not be limited to the Superintendent or his designee, one or more representatives of the School Committee and all those persons required by section 2.7.2.1 of the General By-laws of the Town of Needham; direct and authorize said Committee to report its findings and recommendations at the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

ARTICLE 45: CONTINUE FUTURE SCHOOL NEEDS STUDY COMMITTEE

To see if the Town will vote to continue the Future School Needs Committee, its members to be appointed by the Town bodies, as originally established by vote under Article 77 of the 1951 Annual Town Meeting; and last continued by vote under Article 52 of the 1992 Annual Town Meeting; direct and authorize said Committee to continue its work - studying population trends and other factors which impact on the future adequacy of school facilities as heretofore authorized and to report with its recommendations to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town will vote to continue the Future School Needs Committee, its members to be appointed by the Town bodies, as originally established by vote under Article 77 of the 1951 Annual Town Meeting; and last continued by vote under Article 52 of the 1992 Annual Town Meeting; direct and authorize said Committee to continue its work - studying population trends and other factors which impact on the future adequacy of school facilities as heretofore authorized and to report with its recommendations to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

At this time the Moderator proceeded to the remaining articles in the Warrant.

ARTICLE 2: COMMITTEE/OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

MOVED: That the Town accept and act on the reports of Town Officers and Committees.

Dr. Jonathan M. Davis, Chairman presented the report and recommendations of the School Safety Study Committee. He noted that as a result of these recommendations, the School Committee has increased the School budget for three additional buses and the Police Department has agreed to add three crossing guards. He reiterated that the safety of the school children of Needham should always be a major consideration when the School Committee makes policy decisions.

Police Chief William G. Slowe commends the efforts of Dr. Jonathan M. Davis and the School Safety Study Committee. He concurred that the safety of the school children is of paramount importance.

School Committee member Claire Kroll Fusaro thanked Dr. Davis and the School Safety Study Committee for their efforts on this important issue. Mrs. Fusaro then presented the School Department's Capital Improvement Plan. She advised that a Capital Improvement Planning Committee was organized in January 1993 to review the existing conditions of the school buildings in light of the 1990 Tappe report, and to recommend a timeline for renovations to the buildings over the next ten years. The buildings reviewed were the five elementary schools to be in use in September 1993 and Needham High School.

The Capital Improvement Planning Committee developed a three-part five year plan including major renovation/construction projects, large maintenance projects and key educational decisions. Mrs. Fusaro noted that this committee would like to set aside between \$100,000. and \$150,000. each year to address the major maintenance projects.

Mrs. Cynthia J. Chaston, Chairman, addressed the Capital Plan of the Needham Finance Committee. She stressed the importance that all capital projects go through the review process and be submitted in compliance with the Town's General By-Law filings deadlines.

Mrs. Chaston reviewed the new FY94 Capital projects which totaled \$2,008,000. as recommended by the Finance Committee. This total included \$730,000. from bonding, \$1205,000. from the Operating budget, \$820,000 from Water/Sewer rates, and \$353,000. from Landfill fees. Capital Projects not recommended by the Finance Committee this year included the Fire Department Command Vehicle in the amount of \$30,000. and the DPW air conditioning unit in the amount of \$20,000. which the Finance Committee decided could be put off for another year. A slight increase in the Stabilization Fund is recommended by the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

Mr. John D. Marr, Jr., Selectman, moved that the Annual Town Meeting stand adjourned until such time that the Special Town Meeting called for this evening at 8:00 P.M. is either adjourned or dissolved. It was so voted unanimously.

SPECIAL TOWN MEETING

May 3, 1993

Pursuant to a warrant issued by the Selectmen on April 13, 1993, this meeting was called for May 3, 1993, at 8:00 P.M. The call to the meeting and the Officer's Return were read by the Town Clerk.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Unanimous consent was given to omit the reading of the articles and to refer to them by number only. The same parliamentary rules as outlined for the Annual Town Meeting were adopted.

ARTICLE 1: AMEND CLASSIFICATION AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to amend the Classification and Standard Rates of Compensation Schedule, effective July 1, 1992, so that the position classification of "Division Superintendent, Parks" is changed from M-1 to M-2; or take any other action relative thereto.

MOVED: That the Town amend the Classification and Standard Rates of Compensation Schedule, effective July 1, 1992, so that the position classification of "Division Superintendent, Parks" is changed from M-1 to M-2.

Mr. Charles W. Wyckoff, Chairman, addressed this proposal on behalf of the Personnel Board. Mr. Wyckoff urged support of this article.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 2: AMEND FISCAL YEAR 1993 BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1993 Operating Budget, adopted under Article 24 at the 1992 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

MOVED: That the Town vote to amend and supercede certain parts of the 1993 Operating Budget, adopted under Article 24 at the 1992 Annual Town Meeting and revised by Article 7 at the November 1992 Special Town Meeting, as follows:

Line Item	Appropriation	Changing FROM	Changing TO
013	Health Insurance	\$3,980,000	\$3,580,000
401	Police, Salaries	2,054,168	2,007,168
402	Police, Overtime	321,121	368,121
407	Fire, Salaries	2,505,520	2,430,520
408	Fire, Overtime	445,000	520,000
501	DPW, Salaries	2,540,180	2,520,180
502	DPW, Purchase of Serv.	1,433,250	1,401,534
504	DPW, Capital Outlay	359,186	410,902
701	Planning, Salaries	69,720	68,520
703	Planning, Purchase of Serv.	3,200	4,400
801	Library, Salaries	524,992	512,992
802	Library, Purchase of Serv.	69,725	71,725
803	Library, Books	90,025	100,025

Mrs. Cynthia J. Chaston, Chairman, addressed this proposal on behalf of the Finance Committee. She explained that part of these line amendments will support the new DPW air conditioning unit. She recommended adoption of this article.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 3: APPROPRIATE TO STABILIZATION FUND

To see if the Town will vote to raise and appropriate a sum of \$400,000, to the Stabilization Fund, as provided for under MGL Chapter 40, Section 5B as amended; or take any other action relative thereto.

MOVED: That the Town raise and appropriate a sum of \$400,000. to the Stabilization Fund, as provided for under M.G.L. Chapter 40, Section 5B as amended.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 4: AUTHORIZE JOINT MUNICIPAL SERVICES AGREEMENT

To see if the Town will authorize the Board of Selectmen to apply for, accept and utilize from the Commonwealth of Massachusetts Department of Environmental Protection a grant for yard/wood waste shredding equipment and authorize the Board of Selectmen, on behalf of the Town as grantee, to enter into an agreement with a private contractor to operate the equipment and authorize the Selectmen on behalf of the Town to enter into intermunicipal agreements with other communities to share use of the equipment for a term not to exceed 25 years, determine the maximum financial liability of the Town; or take any other action relative thereto.

MOVED: That the Town authorize the Board of Selectmen to apply for, accept and utilize from the Commonwealth of Massachusetts Department of Environmental Protection a grant for yard/wood waste shredding equipment and authorize the Board of Selectmen, on behalf of the Town as grantee, to enter into an agreement with a private contractor to operate the equipment and authorize the Selectmen on behalf of the Town to enter into intermunicipal agreements with other communities to share use of the equipment for a term not to exceed 25 years, and in an amount not to exceed \$50,000 in any one year.

Mrs. Sally B. Davis, Chairman, Board of Selectmen, addressed this proposal. She explained that the Town of Needham applied for and has been awarded this grant for shredding equipment. In order to go forward this article must be accepted by Town Meeting. The machine would be operated by a private contractor and the Town would enter into intermunicipal agreements with other communities.

In response to an inquiry from Mr. Gerald R. Browne, Mrs. Davis advised that the shredded yard waste would go into the compost at the Landfill.

After a brief discussion, a motion to amend was offered by Mr. Gerald R. Browne to add the following phrase to the end of the article: "; further that such intermunicipal agreement not be entered into without prior approval of the Finance Committee."

In response to an inquiry, Mr. David S. Tobin, Town Counsel, advised that this amendment is not legal. Mr. Browne expressed concern that Town Meeting is being asked to spend up to \$50,000. per year for 25 years.

Mrs. Davis explained that the Town has just received notification of this grant and still needs to work out the details. However, in order to proceed, this article must be approved at Town Meeting. Mr. Gerald R. Browne withdrew his motion to amend.

A motion to move the previous question was offered by Mr. Lee B. Manning. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried by voice vote.

At 9:25 P.M., Mr. John D. Marr, Jr. offered the following resolutions:

RESOLUTION

WHEREAS, Franklin (Frank) Landers Bridges was a longtime Needham resident, and

WHEREAS, Frank Bridges served the Town of Needham as a Town Meeting Member for 37 years, and

WHEREAS, Frank Bridges was a former member of the Finance Committee for many years, and

NOW, THEREFORE BE IT RESOLVED by this body that the 1993 Special Town Meeting be dissolved in honor of the many civic contributions of Franklin Landers Bridges to the Town of Needham.

RESOLUTION

WHEREAS, Robert W. Page was a Needham resident since 1942, and

WHEREAS, Robert W. Page served the Town of Needham as a Town Meeting Member for 31 years, and

WHEREAS, Robert W. Page was a member of the Insurance Advisory Committee for many years, and

WHEREAS, Bob Page was a former member of the Needham Community Council; a member of the Massachusetts Bicentennial Commission, and

WHEREAS, Robert W. Page was a longtime member and past president of the Needham Exchange Club. The idea of the Needham Exchange club Telephone Book

was initiated by Bob Page many years ago.

NOW, THEREFORE, BE IT RESOLVED by this body that the 1993 Special Town Meeting be dissolved in honor of the many outstanding civic contributions of Robert W. Page to the citizens of the Town of Needham.

RESOLUTION

WHEREAS, Ruth Eleanor Steere was a resident of the Town of Needham for 55 years, and

WHEREAS, Ruth Eleanor Steere served the Town as a Town Meeting Member for 22 years, and

WHEREAS, Ruth Eleanor Steere was an elected member of the Needham School Committee for many years, and

WHEREAS, Ruth Steere was a member and past president of the New Century Club; a member of the League of Women Voters; a member of Wisteria Order of the Eastern Star Chapter in Needham.

NOW, THEREFORE, BE IT RESOLVED that this Special Town Meeting be dissolved in memory of the outstanding civic contributions of Ruth Eleanor Steere to the Town of Needham and its citizens.

RESOLUTION

WHEREAS, Gerald R. Swartz was a longtime resident of the Town of Needham, and

WHEREAS, Gerald R. Swartz was an elected Commissioner of Trust Funds. An elected position he held since the early 1970s, and

WHEREAS, Gerald R. Swartz was active in Needham sports for many years, and

WHEREAS, Gerald R. Swartz was a member of Temple Beth Shalom in Needham. Owner and administrator of a Nursing Home in Peabody and very active in the nursing-home industry since 1961, and

NOW, THEREFORE, BE IT RESOLVED by this body that this Special Town Meeting be dissolved in memory of the outstanding civic contributions of Gerald R. Swartz to the Town of Needham.

ACTION: Said Resolutions were presented and carried unanimously by voice vote.

The Moderator called the Annual Town Meeting to order, declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 3 was adopted unanimously earlier.

ARTICLE 4: AMEND ZONING BY-LAW - PARKING WAIVER SPECIAL PERMIT/ MAJOR PROJECT SPECIAL PERMIT

To see if the Town will vote to amend the Needham Zoning Bylaw, as follows:

(a) in Section 5.1.1.5, Special Permit, by adding the following

underlined language to the first sentence of the first paragraph, so that it reads as follows:

"The Board of Appeals may grant in all zoning districts excepting the Center Business District a special permit to waive strict adherence to the requirements of Section 5.1.2 and/or 5.1.3 where it can be demonstrated by an applicant with a parking plan prepared and reviewed in accordance with the provisions of Section 5.1.3 that a particular use, structure or lot, owing to special circumstances, does not warrant the number of parking spaces required by Section 5.1.2 and/or the application of certain design requirements contained in Section 5.1.3."

(b) in Section 5.1.1.6, Special Permit in the Center Business District, by deleting the existing first sentence in its entirety and inserting a new sentence as follows:

"The Planning Board may grant in the Center Business District a special permit to waive strict adherence to the requirements of Section 5.1.2 and/or 5.1.3, if a proposed project satisfies the following conditions:"

(c) in Section 7.4.2 Definitions, by revising the fifth paragraph thereof so that it reads as follows:

"In the Center Business District, a MAJOR PROJECT is any construction project which creates or adds gross floor area; or any construction project which changes an exterior facade; or any project which involves a change in part or all of an existing building or lot from one use category to another as defined under Subsection 3.2.2 of this Bylaw and which results in an increase in the number of required parking or loading spaces."

or take any other action relative thereto.

MOVED: That the Town will vote to amend the Needham Zoning Bylaw, as follows:

(a) in Section 5.1.1.5, Special Permit, by adding the following underlined language to the first sentence of the first paragraph, so that it reads as follows:

"The Board of Appeals may grant in all zoning districts excepting the Center Business District a special permit to waive strict adherence to the requirements of Section 5.1.2 and/or 5.1.3 where it can be demonstrated by an applicant with a parking plan prepared and reviewed in accordance with the provisions of Section 5.1.3 that a particular use, structure or lot, owing to special circumstances, does not warrant the number of parking spaces required by Section 5.1.2 and/or the application of certain design requirements contained in Section 5.1.3."

(b) in Section 5.1.1.6, Special Permit in the Center Business District, by deleting the existing first sentence in its entirety and inserting a new sentence as follows:

"The Planning Board may grant in the Center Business District a special permit to waive strict adherence to the requirements of Section 5.1.2 and/or 5.1.3, if a proposed project satisfies the following conditions:"

(c) in Section 7.4.2 Definitions, by revising the fifth paragraph thereof so that it reads as follows:

"In the Center Business District, a MAJOR PROJECT is any construction project which creates or adds gross floor area; or any construction project which changes an exterior facade; or any project which involves a change in part or all of an existing building or lot from one use category to another as defined under Subsection 3.2.2 of this Bylaw and which results in an increase in the number of required parking or loading spaces."

Mr. Paul Killeen, Chairman, addressed this proposal on behalf of the Planning Board. He explained that this article is a technical amendment.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 5: AMEND ZONING BY-LAW - ESTABLISHMENT OF NEIGHBORHOOD BUSINESS DISTRICT

To see if the Town will vote to amend the Needham Zoning Bylaw as follows:

1. Amend Section 2.1 Classes of Districts so that it reads as follows:

"2.1 Classes of Districts

"Residential

RRC	-	Rural Residence-Conservation
SRA	-	Single Residence A
SRB	-	Single Residence B
GR	-	General Residence
A-1	-	Apartment - A-1
A-2	-	Apartment - A-2
A-3	-	Apartment - A-3

"Commercial

B	-	Business
CSB	-	Chestnut Street Business
CB	-	Center Business
ASB	-	Avery Square Business
HAB	-	Hillside Avenue Business
NB	-	Neighborhood Business

"Industrial

IND	-	Industrial
IND-1	-	Industrial-1
IND P	-	Industrial Park

"Institutional

I	-	Institutional
---	---	---------------

"Overlay

FP	-	Flood Plain
AP	-	Aquifer Protection."

2. Revise Section 3.2 Schedule of Use Regulations as follows:

- a. Redesignate Section 3.2.1 Uses in Districts Except Commercial Districts as "Section 3.2.1 Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts."
- b. Redesignate Section 3.2.2 Uses in Commercial Districts as "Section 3.2.2 Uses in the Business, Chestnut Street Business, Center Business, Avery

Square Business and Hillside Avenue Business Districts."

- c. Insert a new Section 3.2.3 to read as follows:

"3.2.3 Uses in the Neighborhood Business District.

"3.2.3.1 Permitted Uses

"The following uses are permitted within the Neighborhood Business District as a matter of right:

- "(a) Farm, greenhouse, nursery, truck garden, provided the subject property contains a minimum of 2 1/2 acres.
- "(b) Salesroom or stand for agricultural and horticultural products provided all products sold are grown or produced on the premises of the farm, greenhouse, nursery or truck garden, and provided the subject property contains a minimum of 2 1/2 acres.
- "(c) Sale during the Christmas season at a nursery or greenhouse of cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises.
- "(d) Churches, synagogues, and temples; includes associated dwellings for religious personnel and associated buildings used for religious purposes.
- "(e) Elementary or secondary school, trade or vocational school for elementary and secondary school students; operated by a public agency, or by a religious sect or denomination, or a non-profit educational corporation; includes associated buildings and land used for educational purposes.
- "(f) Public or private, college or technical school, trade or vocational school operated for college age students; operated by a public agency, or by a religious sect or denomination, or a non-profit educational corporation; includes buildings, land or other facilities used for educational purposes but not including space used for revenue producing purposes not directly associated with the education of students.
- "(g) Child care facility.
- "(h) Public library and museum and philanthropic institution.
- "(i) Public parks, playgrounds, municipal buildings or uses.
- "(j) Single family detached dwelling, provided such structure was in existence prior to Dec. 31, 1992 and was previously used as a single family detached dwelling.
- "(k) Two-family detached dwelling, provided such structure was in existence prior to Dec. 31, 1992 and was previously used as a two-family detached dwelling.

- "(l) Retail shop for the sale of convenience goods often bought on a daily basis such as candy, newspapers and tobacco products, provided the gross floor area so used does not exceed two thousand five hundred (2,500) square feet per establishment.
- "(m) Retail shop for the sale of books, stationary, drugs, sporting goods, jewelry, photographic equipment and supplies, flowers, novelties, cards, footwear, and the like which are typically of a size that a customer can carry them by hand, provided the gross floor area so used does not exceed two thousand five hundred (2,500) square feet per establishment.
- "(n) Retail shop for the sale of apparel, fabrics and accessories, hardware, paint, wallpaper, lawn and garden supplies and equipment, provided the gross floor area so used does not exceed two thousand five hundred (2,500) square feet per establishment.
- "(o) Grocery store, provided the gross floor area so used does not exceed two thousand five hundred (2,500) square feet per establishment.
- "(p) Beauty salon, barber shop, tailor, dressmaker, shoe repair, photographic processing, photocopying and reduction services but not commercial printing, provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per establishment.
- "(q) Medical, dental or psychiatric office, provided the gross floor area so used does not exceed one thousand (1,000) square feet per company.
- "(r) Real estate sales or rental office, provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per company.
- "(s) Use of a room or rooms in a single or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 square feet, is regularly devoted to such use.
- "(t) Customary home occupation engaged in by a resident of a single or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation, (2)

there is no exterior storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale of goods on the premises.

- "(u) The taking of not more than four non-transient borders or the leasing of no more than two rooms with no provisions for private cooking by a resident family in a single family dwelling.

"3.2.3.2 Uses Permitted By Special Permit"

"The following uses are permitted within the Neighborhood Business District only upon the issuance of a Special Permit by the Special Permit Granting Authority under such conditions as they may require:

- "(a) Public passenger station.
- "(b) Private school, nursery, or kindergarten not otherwise classified under Section 3.2.3.1.
- "(c) Bank, provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per establishment.
- "(d) Laundry or dry cleaning pick-up station with processing done elsewhere; self-service laundromat; provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per establishment.
- "(e) Commercial garage for motor vehicle maintenance and minor repairs limited to engine tune-up, lubrication and installation of replacement parts, adjustment or replacement of brakes or tires, but not including engine overhaul, body work or painting.
- "(f) Retail sales of ice cream, frozen yogurt and similar products for consumption on or off the premises, provided the gross floor area so used does not exceed two thousand (2,000) square feet per establishment.
- "(g) Take-out food counter as an accessory to a food retail or other non-consumptive retail establishment.
- "(h) Lunch counter incidental to a principal use.
- "(i) More than one non-residential building or use on a lot where such buildings or uses are not detrimental to each other and are in compliance with all other requirements of this By-law.
- "(j) Other accessory uses incidental to lawful principal uses."

3. Amend Section 4.4 Dimensional Requirements for Commercial Districts, by revising the existing introductory paragraph directly thereunder so that it reads as follows:

"The following regulations shall apply to Business, Chestnut Street Business, Center Business, Avery Square Business, Hillside Avenue Business, and Neighborhood Business districts."

4. Amend Section 4.4.2 Maximum Building Bulk, by changing the designation of the existing paragraph (d) to paragraph (e) and by adding the following new paragraph (d):

"(d) Buildings and structures which are located on property in the Neighborhood Business District are not limited to the maximum lot coverage requirements of this Section 4.4.2 as specified in Table 1, but shall have a maximum floor area ratio of 0.5."

5. Amend Section 4.4.3 Height Limitation, by revising the second paragraph thereof so that it reads as follows:

"Notwithstanding the above, no building or structure which is located on property in the Chestnut Street Business, Avery Square Business, Hillside Avenue Business, or Neighborhood Business districts shall exceed two and one-half (2 1/2) stories, including ground level covered or enclosed parking, no more than two (2) stories of which shall be occupied except for storage, nor shall the building or structure exceed a total height of thirty-five (35) feet."

6. Amend Section 4.4.4 Front Setback, by adding the following paragraph at the end of Section 4.4.4:

"In the Neighborhood Business District, there shall be a front setback of not less than twenty (20) feet, or a setback consistent with the setbacks for principal buildings existing on the premises as of the effective date of this provision, or the average of the setbacks of buildings on adjoining lots, whichever is less restrictive. The setback, if any, shall be kept open and landscaped with grass or other plant materials and unpaved except for walks and driveways, as defined in Section 4.4.5."

7. Amend Section 4.4.5 Driveway Openings, by revising the first sentence thereof so that it reads as follows:

"In the Business, Chestnut Street Business, Avery Square Business, Hillside Avenue Business, and Neighborhood Business districts, the following regulations shall apply."

8. Amend Section 4.4.8.4 Other Business Districts so that it reads as follows:

"4.4.8.4 Other Business Districts

"In an Avery Square Business, Hillside Avenue Business, or Neighborhood Business District no building or structure for a use not allowed in a residential district shall be placed within fifty (50) feet of a residential district boundary, and the ten feet closest to such boundary shall be suitably landscaped as specified at Section 4.4.8.5. The remainder of the setback may be used for an accessory use not including a building or structure."

9. Amend Section 4.4.9 Building Entrances in the Chestnut Street Business, Avery Square Business and Hillside Avenue Business districts so that it reads as follows:

"4.4.9 Building Entrances in the Chestnut Street Business, Avery Square Business, Hillside Avenue Business, and Neighborhood Business districts.

"First-floor businesses shall have individual entrances accessed from the exterior of the building, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building."

"Building entrances providing access to first and second-floor space shall be available from one or more streets on which the building fronts. The primary building entrance must be from Chestnut Street, Highland Avenue, Hillside Avenue, Broad Meadow Road, Great Plain Avenue, Central Avenue, Reservoir Street, or South Street unless the premises do not have frontage on one of those streets, or unless lot configuration makes it impractical to place all individual entrances on those streets."

10. Amend Section 5.1.1.5 Special Permit by revising the fourth paragraph thereof to read as follows:

"(c) in the Avery Square, Hillside Avenue Business, and Neighborhood Business districts, shared parking for uses having peak demands at different times, unusual age or other characteristics of site users, or user-sponsored demand reduction devices, such as car-pooling."

11. Amend Section 7.4.2 Definitions, by inserting a new sixth paragraph to read as follows:

"In the Neighborhood Business District, a MAJOR PROJECT is any construction project which creates or adds gross floor area; or any project which involves a change in part or all of an existing building or lot from one use category to another as defined under Subsection 3.2.3 of this Bylaw and which results in an increase in the number of required parking or loading spaces."

12. Amend Section 7.7.2.2 Authority and Specific Powers, by revising the first sentence of the second paragraph thereof so that it reads as follows:

"The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a Business District, Chestnut Street Business District, Center Business District, Avery Square Business District, Hillside Avenue Business District, Neighborhood Business District, Industrial District, Industrial-1 District, Industrial Park District or Institutional District (excluding single and two-family uses), which require a building permit under the Massachusetts State Building Code -- but which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review."

or take any other action relative thereto.

MOVED: That the Town amend the Needham Zoning Bylaw as follows:

1. Amend Section 2.1 Classes of Districts so that it reads as follows:

"2.1 Classes of Districts

*Residential		
RRC	-	Rural Residence-Conservation
SRA	-	Single Residence A
SRB	-	Single Residence B
GR	-	General Residence
A-1	-	Apartment - A-1
A-2	-	Apartment - A-2
A-3	-	Apartment - A-3

*Commercial		
B	-	Business
CSB	-	Chestnut Street Business
CB	-	Center Business
ASB	-	Avery Square Business
HAB	-	Hillside Avenue Business
NB	-	Neighborhood Business

*Industrial		
IND	-	Industrial
IND-1	-	Industrial-1
IND P	-	Industrial Park

*Institutional		
I	-	Institutional

*Overlay		
FP	-	Flood Plain
AP	-	Aquifer Protection."

2. Revise Section 3.2 Schedule of Use Regulations as follows:

a. Redesignate Section 3.2.1 Uses in Districts Except Commercial Districts as "Section 3.2.1 Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1 and Industrial Park Districts."

b. Redesignate Section 3.2.2 Uses in Commercial Districts as "Section 3.2.2 Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business and Hillside Avenue Business Districts."

c. Insert a new Section 3.2.3 to read as follows:

*3.2.3 Uses in the Neighborhood Business District.

*3.2.3.1 Permitted Uses

"The following uses are permitted within the Neighborhood Business District as a matter of right:

"(a) Farm, greenhouse, nursery, truck garden, provided the subject property contains a minimum of 2 1/2 acres.

"(b) Salesroom or stand for agricultural and horticultural products provided all products sold are grown or produced on the premises of the farm, greenhouse, nursery or truck garden, and provided the subject property contains a minimum of 2 1/2 acres.

"(c) Sale during the Christmas season at a nursery or greenhouse of cut Christmas trees and wreaths grown or fabricated

elsewhere than on the premises.

"(d) Churches, synagogues, and temples; includes associated dwellings for religious personnel and associated buildings used for religious purposes.

"(e) Elementary or secondary school, trade or vocational school for elementary and secondary school students; operated by a public agency, or by a religious sect or denomination, or a non-profit educational corporation; includes associated buildings and land used for educational purposes.

"(f) Public or private, college or technical school, trade or vocational school operated for college age students; operated by a public agency, or by a religious sect or denomination, or a non-profit educational corporation; includes buildings, land or other facilities used for educational purposes but not including space used for revenue producing purposes not directly associated with the education of students.

"(g) Child care facility.

"(h) Public library and museum and philanthropic institution.

"(i) Public parks, playgrounds, municipal buildings or uses.

"(j) Single family detached dwelling, provided such structure was in existence prior to Dec. 31, 1992 and was previously used as a single family detached dwelling.

"(k) Two-family detached dwelling, provided such structure was in existence prior to Dec. 31, 1992 and was previously used as a two-family detached dwelling.

"(l) Retail shop for the sale of convenience goods often bought on a daily basis such as candy, newspapers and tobacco products, provided the gross floor area so used does not exceed two thousand five hundred (2,500) square feet per establishment.

"(m) Retail shop for the sale of books, stationary, drugs, sporting goods, jewelry, photographic equipment and supplies, flowers, novelties, cards, footwear, and the like which are typically of a size that a customer can carry them by hand, provided the gross floor area so used does not exceed two thousand five hundred (2,500) square feet per establishment.

"(n) Retail shop for the sale of apparel, fabrics and accessories, hardware, paint, wallpaper, lawn and garden supplies and equipment, provided the gross floor area so used does not exceed two thousand five hundred (2,500) square feet per establishment.

"(o) Grocery store, provided the gross floor area so used does not exceed two

- thousand five hundred (2,500) square feet per establishment.
- "(p) Beauty salon, barber shop, tailor, dressmaker, shoe repair, photographic processing, photocopying and reduction services but not commercial printing, provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per establishment.
- "(q) Medical, dental or psychiatric office, provided the gross floor area so used does not exceed one thousand (1,000) square feet per company.
- "(r) Real estate sales or rental office, provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per company.
- "(s) Use of a room or rooms in a single or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 square feet, is regularly devoted to such use.
- "(t) Customary home occupation engaged in by a resident of a single or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation, (2) there is no exterior storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale of goods on the premises.
- "(u) The taking of not more than four non-transient borders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a single family dwelling.
- "(c) Bank, provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per establishment.
- "(d) Laundry or dry cleaning pick-up station with processing done elsewhere; self-service laundromat; provided the gross floor area so used does not exceed one thousand five hundred (1,500) square feet per establishment.
- "(e) Commercial garage for motor vehicle maintenance and minor repairs limited to engine tune-up, lubrication and installation of replacement parts, adjustment or replacement of brakes or tires, but not including engine overhaul, body work or painting.
- "(f) Retail sales of ice cream, frozen yogurt and similar products for consumption on or off the premises, provided the gross floor area so used does not exceed two thousand (2,000) square feet per establishment.
- "(g) Take-out food counter as an accessory to a food retail or other non-consumptive retail establishment.
- "(h) Lunch counter incidental to a principal use.
- "(i) More than one non-residential building or use on a lot where such buildings or uses are not detrimental to each other and are in compliance with all other requirements of this By-law.
- "(j) Other accessory uses incidental to lawful principal uses."
3. Amend Section 4.4 Dimensional Requirements for Commercial Districts, by revising the existing introductory paragraph directly thereunder so that it reads as follows:
- "The following regulations shall apply to Business, Chestnut Street Business, Center Business, Avery Square Business, Hillside Avenue Business, and Neighborhood Business districts."
4. Amend Section 4.4.2 Maximum Building Bulk, by changing the designation of the existing paragraph (d) to paragraph (c) and by adding the following new paragraph (d):
- "(d) Buildings and structures which are located on property in the Neighborhood Business District are not limited to the maximum lot coverage requirements of this Section 4.4.2 as specified in Table I, but shall have a maximum floor area ratio of 0.5."

"3.2.3.2 Uses Permitted By Special Permit

"The following uses are permitted within the Neighborhood Business District only upon the issuance of a Special Permit by the Special Permit Granting Authority under such conditions as they may require:

- "(a) Public passenger station.
- "(b) Private school, nursery, or kindergarten not otherwise classified under Section 3.2.3.1.

5. Amend Section 4.4.3 Height Limitation, by revising the second paragraph thereof so that it reads as follows:

"Notwithstanding the above, no building or structure which is located on property in the Chestnut Street Business, Avery Square Business, Hillside Avenue Business, or Neighborhood Business districts shall exceed two and one-half (2 1/2) stories, including ground level covered or enclosed parking, no more than two (2) stories of which shall be occupied except for storage, nor shall the building or structure exceed a total height of thirty-five (35) feet."

6. Amend Section 4.4.4 Front Setback, by adding the following paragraph at the end of Section 4.4.4:

"In the Neighborhood Business District, there shall be a front setback of not less than twenty (20) feet, or a setback consistent with the setbacks for principal buildings existing on the premises as of the effective date of this provision, or the average of the setbacks of buildings on adjoining lots, whichever is less restrictive. The setback, if any, shall be kept open and landscaped with grass or other plant materials and unpaved except for walks and driveways, as defined in Section 4.4.5."

7. Amend Section 4.4.5 Driveway Openings, by revising the first sentence thereof so that it reads as follows:

"In the Business, Chestnut Street Business, Avery Square Business, Hillside Avenue Business, and Neighborhood Business districts, the following regulations shall apply."

8. Amend Section 4.4.8.4 Other Business Districts so that it reads as follows:

***4.4.8.4 Other Business Districts**

"In an Avery Square Business, Hillside Avenue Business, or Neighborhood Business District no building or structure for a use not allowed in a residential district shall be placed within fifty (50) feet of a residential district boundary, and the ten feet closest to such boundary shall be suitably landscaped as specified at Section 4.4.8.5. The remainder of the setback may be used for an accessory use not including a building or structure."

9. Amend Section 4.4.9 Building Entrances in the Chestnut Street Business, Avery Square Business and Hillside Avenue Business districts so that it reads as follows:

***4.4.9 Building Entrances in the Chestnut Street Business, Avery Square Business, Hillside Avenue Business, and Neighborhood Business districts.**

"First-floor businesses shall have individual entrances accessed from the exterior of the building, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building.

"Building entrances providing access to first and second-floor space shall be available from one or more streets on which the building fronts. The primary building entrance must be from Chestnut Street, Highland Avenue, Hillside Avenue, Broad Meadow Road, Great Plain Avenue, Central Avenue, Reservoir Street, or South Street unless the premises do not have frontage on one of those streets, or unless lot configuration makes it impractical to place all individual entrances on those streets."

10. Amend Section 5.1.1.5 Special Permit by revising the fourth paragraph thereof to read as follows:

"(c) in the Avery Square, Hillside Avenue Business, and Neighborhood Business districts, shared parking for uses having peak demands at different times, unusual age or other characteristics of site

users, or user-sponsored demand reduction devices, such as car-pooling."

11. Amend Section 7.4.2 Definitions, by inserting a new sixth paragraph to read as follows:

"In the Neighborhood Business District, a MAJOR PROJECT is any construction project which creates or adds gross floor area; or any project which involves change in part or all of an existing building or lot from one use category to another as defined under Subsection 3.2.3 of this Bylaw and which results in an increase in the number of required parking or loading spaces."

12. Amend Section 7.7.2.2 Authority and Specific Powers, by revising the first sentence of the second paragraph thereof so that it reads as follows:

"The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a Business District, Chestnut Street Business District, Center Business District, Avery Square Business District, Hillside Avenue Business District, Neighborhood Business District, Industrial District, Industrial-1 District, Industrial Park District or Institutional District (excluding single and two-family uses), which require a building permit under the Massachusetts State Building Code — but which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review."

A motion to discuss Articles 5 and 6 together and to vote on them separately was offered by Mr. Paul Killeen. The motion was presented and carried unanimously by voice vote.

Mr. Paul Killeen, Chairman, addressed these proposals on behalf of the Planning Board. He explained that Article 5 establishes a new business district entitled the "Neighborhood Business District" which includes three areas in the Town of Needham. Proposed regulations include a list of uses that are permitted by right or by special permit; a maximum floor area ratio; a minimum lot size of 10,000 square feet; a minimum lot frontage of 80 feet; a maximum building height of 2 1/2 stories; a minimum setback of 20 feet, or a setback consistent with the setbacks of principal buildings existing on the premises as of the date of this provision, or the average of two adjacent buildings, whichever is less restrictive; and a provision for a 50-foot rear or side setback, 10 feet of which must be landscaped when located adjacent to a residentially zoned district. Article 6 describes the geographical boundary of the new Neighborhood Business District.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 6: AMEND ZONING BY-LAW - MAP CHANGE TO NEIGHBORHOOD BUSINESS DISTRICT

To see if the Town will vote to amend the Needham Zoning Bylaw by amending the Zoning Map as follows:

- (a) Place in the Neighborhood Business District all that land now zoned Business and lying between the Charles River and Fisher Street, between South Street and the M.B.T.A. right-of-way; (b) Place in the Neighborhood Business District all that land now zoned Business and lying between Fisher Street and Charles River Street, between South Street and the SRA district east of the M.B.T.A. right-of-way; (c) Place in the Neighborhood Business District all that land now zoned Business and lying

between Wilson Lane and the SRA district east of the Cochrane Dam, between South Street and the SRA district north of the Charles River; (d) Place in the Neighborhood Business District all that land now zoned Business and lying between Great Plain Avenue and the SRB district south of Newbury Park, between Broad Meadow Road and the SRB district east of Ridgeway Avenue; (e) Place in the Neighborhood Business District all that land now zoned Business and lying between the Sudbury Aqueduct and Central Avenue, between Route 128 and Reservoir Street; (f) Place in the Neighborhood Business District all that land now zoned Business and lying between the Sudbury Aqueduct, Vara Lane, and Reservoir Street; (g) Place in the Neighborhood Business District all that land now zoned Business and lying between Vara Lane and Central Avenue, between Reservoir Street and the SRB district west of Hamilton Place; (h) Place in the Neighborhood Business District all that land now zoned Business and lying between Central Avenue and the Industrial district west of the Charles River, between Reservoir Street and the SRB district west of Elliot Street; and (i) Place in the Neighborhood Business District all that land now zoned Business and lying between Route 128, Central Avenue and Reservoir Street. Said land comprising parcels 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10 bounded and described as follows:

Parcel 1 - "Beginning at the point of intersection of the southwesterly sideline of Fisher Street and the southerly sideline of M.B.T.A. property; thence running westerly along the southerly sideline of M.B.T.A. property to the point of intersection of a line 130 feet distant from and parallel to the southwesterly sideline of Fisher Street; thence turning and running easterly along the line 130 feet distant from and parallel to the southwesterly sideline of Fisher Street to the northerly boundary of the Charles River, said boundary being and intended to be the mean annual water elevation, of the Charles River along said boundary; thence turning and running along the northerly boundary of the Charles River in an easterly direction to the point of intersection of the northerly boundary of the Charles River and the northerly sideline of South Street; thence turning and running northeasterly by the northerly sideline of South Street to the point of a curvature of a curve connecting the northerly sideline of South Street and the southwesterly sideline of Fisher Street; thence running northeasterly, northerly and northwesterly by said curve to the point of tangency on the southwesterly sideline of Fisher Street; thence running northwesterly by the southwesterly sideline of Fisher Street to the point of beginning."

Parcel 2 - "Beginning at the point of intersection of the westerly sideline of Charles River Street and a line 100 feet distant from and parallel to the northerly sideline of South Street; thence running southerly by the westerly sideline of Charles River Street to the point of curvature of a curve connecting the westerly sideline of Charles River Street and the northerly sideline of South Street; thence running southerly and westerly by said curve to the point of tangency on the northerly sideline of South Street; thence running westerly by the northerly sideline of South Street to the point of curvature of a curve connecting the northerly sideline of South Street and the easterly sideline of Fisher Street; thence running westerly and northerly by said curve to the point of tangency on the easterly sideline of Fisher Street; thence running northerly by the easterly sideline of Fisher Street to

the point of intersection of the easterly sideline of Fisher Street and a line 100 feet distant from and parallel to the northerly sideline of South Street; thence turning and running easterly along a line 100 feet distant from and parallel to the northerly sideline of South Street to the point of beginning."

Parcel 3 - "Beginning at the point of intersection of the westerly sideline of Wilson Lane and the southerly sideline of South Street; thence running southerly by the westerly sideline of Wilson Lane to the point of intersection of the westerly sideline of Wilson Lane and a line 100 feet distant from and parallel to the southerly sideline of South Street; thence turning and running westerly along a line 100 feet distant from and parallel to the southerly sideline of South Street to the point of intersection of a line 100 feet distant from and parallel to the southerly sideline of South Street and a line 400 feet distant from and parallel to the westerly sideline of Wilson Lane; thence turning and running northerly along a line 400 feet distant from and parallel to the westerly sideline of Wilson Lane to the point of intersection of a line 400 feet distant from and parallel to the westerly sideline of Wilson Lane and the southerly sideline of South Street; thence turning and running easterly by the southerly sideline of South Street to the point of beginning."

Parcel 4 - "Beginning at the point of intersection of the easterly sideline of Great Plain Avenue and a line 150 feet distant from and parallel to the northerly sideline of Broad Meadow Road; thence running easterly along a line 150 feet distant from and parallel to the northerly sideline of Broad Meadow Road to the point of intersection of a line 150 feet distant from and parallel to the northerly sideline of Broad Meadow Road and the westerly sideline of Evans Road; thence turning and running southerly by the westerly sideline of Evans Road to the point of intersection of the westerly sideline of Evans Road and the northerly sideline of Broad Meadow Road; thence turning and running westerly by the northerly sideline of Broad Meadow Road to the point of curvature of a curve connecting the northerly sideline of Broad Meadow Road and the easterly sideline of Great Plain Avenue; thence running westerly and northwesterly by said curve to the point of tangency on the easterly sideline of Great Plain Avenue; thence running northerly by the easterly sideline of Great Plain Avenue to the point of beginning."

Parcel 5 - "Beginning at the point of intersection of the northerly sideline of Broad Meadow Road and the easterly sideline of Evans Road; thence running northwesterly by the easterly sideline of Evans Road a distance of 100.72 feet to the northwesterly sideline of a parcel of land as shown on Assessor's Plan No. 11, parcel 6 in March 1993; thence turning and running northeasterly along said northwesterly sideline of said parcel to the point of intersection of the northwesterly sideline of said parcel and a line 200 feet distant from and parallel to the easterly sideline of Great Plain Avenue; thence turning and running southeasterly along a line 200 feet distant from and parallel to the easterly sideline of Great Plain Avenue to the point of intersection of a line 200 feet distant from and parallel to the easterly sideline of Great Plain Avenue and the northerly sideline of Broad Meadow Road; thence turning and running southwesterly by the northerly sideline of Broad Meadow Road to the point of beginning."

Parcel 6 - "Beginning at the point of intersection of the northerly sideline of Central Avenue and the easterly sideline of the State Circumferential Highway Route 128; thence running northwesterly by the easterly sideline of the State Circumferential Highway Route 128 to the intersection of the easterly sideline of the State Circumferential Highway Route 128 and the southerly sideline of land N/F Metropolitan District Commission Sudbury Aqueduct; thence turning and running northeasterly along said Metropolitan District Commission Sudbury Aqueduct property to the point of intersection of the southerly sideline of land N/F Metropolitan District Commission Sudbury Aqueduct and the westerly sideline of Reservoir Street; thence turning and running southerly by the westerly sideline of Reservoir Street to the point of curvature of a curve connecting the westerly sideline of Reservoir Street and the northerly sideline of Central Avenue; thence running southerly and southwesterly by said curve to the point of tangency on the northerly sideline of Central Avenue; thence running westerly by the sideline of Central Avenue to the point of beginning."

Parcel 7 - "Beginning at the point of intersection of the easterly sideline of Reservoir Street and the northerly sideline of Vara Lane; thence running northerly by the easterly sideline of Reservoir Street to the point of intersection of the easterly sideline of Reservoir Street and the southerly sideline of land N/F Metropolitan District Commission Sudbury Aqueduct; thence turning and running easterly by the southerly sideline of said Metropolitan District Commission Sudbury Aqueduct property to a point on the westerly sideline of Vara Lane; thence continuing easterly, southerly and westerly by the sideline of said Vara Lane to the point of beginning."

Parcel 8 - "Beginning at a point on the northerly sideline of Central Avenue, said point being the point of curvature of a curve connecting the easterly sideline of Reservoir Street and the northerly sideline of Central Avenue; thence running northeasterly by the northerly sideline of Central Avenue a distance of 91.91 feet to a point; thence turning and running northwesterly and perpendicular to the northerly sideline of Central Avenue to a point 100 feet distant from the northerly sideline of Central Avenue; thence turning and running southwesterly and parallel to the northerly sideline of Central Avenue to the intersection of the easterly sideline of Reservoir Street and a line 100 feet distant from and parallel to the northerly sideline of Central Avenue; thence turning and running southerly by the easterly sideline of Reservoir Street to a point of curvature of a curve connecting the easterly sideline of Reservoir Street and the northerly sideline of Central Avenue; thence running southeasterly, easterly and northeasterly by said curve to the point of beginning."

Parcel 9 - "Beginning at the point of intersection of the southerly sideline of Central Avenue and the easterly property line of the property shown on Assessors Map 80 parcel 10-01 in March 1993; thence running southeasterly along said property line to the point of intersection of said property line

and a line 100 feet distant from and parallel to the southerly sideline of Central Avenue; thence turning and running southwesterly along said line 100 feet distant from and parallel to the southerly sideline of Central Avenue to the point of intersection of a line 100 feet distant from and parallel to the southerly sideline of Central Avenue and the easterly sideline of Reservoir Street; thence turning and running northerly by the easterly sideline of Reservoir Street to the point of curvature of a curve connecting the easterly sideline of Reservoir Street and the southerly sideline of Central Avenue; thence running northerly and northeasterly by said curve to a point of tangency on the southerly sideline of Central Avenue; thence running northeasterly by the southerly sideline of Central Avenue to the point of beginning."

Parcel 10 - "Beginning at the point of intersection of the westerly sideline of Reservoir Street and the easterly sideline of the State Circumferential Highway Route 128; thence running northwesterly by the easterly sideline of the State Circumferential Highway Route 128 to the point of intersection of the southerly sideline of Central Avenue and the easterly sideline of the State Circumferential Highway Route 128; thence turning and running easterly by the southerly sideline of Central Avenue to the point of curvature of a curve connecting the southerly sideline of Central Avenue and the westerly sideline of Reservoir Street; thence running easterly, southeasterly and southerly by said curve to the point of tangency on the westerly sideline of Reservoir street; thence running southerly by the westerly sideline of Reservoir Street to the point of beginning."

or take any other action relative thereto.

MOVED: That the Town amend the Needham Zoning Bylaw by amending the Zoning Map as follows:

(a) Place in the Neighborhood Business District all that land now zoned Business and lying between the Charles River and Fisher Street, between South Street and the M.B.T.A. right-of-way; (b) Place in the Neighborhood Business District all that land now zoned Business and lying between Fisher Street and Charles River Street, between South Street and the SRA district east of the M.B.T.A. right-of-way; (c) Place in the Neighborhood Business District all that land now zoned Business and lying between Wilson Lane and the SRA district east of the Cochrane Dam, between South Street and the SRA district north of the Charles River; (d) Place in the Neighborhood Business District all that land now zoned Business and lying between Great Plain Avenue and the SRB district south of Newbury Park, between Broad Meadow Road and the SRB district east of Ridgeway Avenue; (e) Place in the Neighborhood Business District all that land now zoned Business and lying between the Sudbury Aqueduct and Central Avenue, between Route 128 and Reservoir Street; (f) Place in the Neighborhood Business District all that land now zoned Business and lying between the Sudbury Aqueduct, Vara Lane, and Reservoir Street; (g) Place in the Neighborhood Business District all that land now zoned Business and lying between Vara Lane and Central Avenue, between Reservoir Street and the SRB district west of Hamilton Place; (h) Place in the Neighborhood Business District all that land now zoned Business and lying between Route 128, Central Avenue and Reservoir Street. Said land comprising parcels 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10 bounded and described as follows:

Parcel 1 - "Beginning at the point of intersection of the southwesterly sideline of Fisher Street and the southerly sideline of M.B.T.A. property; thence running westerly along the southerly sideline of M.B.T.A. property to the point of intersection of a line 130 feet distant from and parallel to the southwesterly sideline of Fisher Street; thence turning and running easterly along the line 130 feet distant from and parallel to the southwesterly sideline of Fisher Street to the northerly boundary of the Charles River, said boundary being and intended to be the mean annual water elevation, of the Charles River along said boundary; thence turning and running along the northerly boundary of the Charles River in an easterly direction to the point of intersection of the northerly boundary of the Charles River and the northerly sideline of South Street; thence turning and running northeasterly by the northerly sideline of South Street to the point of a curvature of a curve connecting the northerly sideline of South Street and the southwesterly sideline of Fisher Street; thence running northeasterly, northerly and northwesterly by said curve to the point of tangency on the southwesterly sideline of Fisher Street; thence running northwesterly by the southwesterly sideline of Fisher Street to the point of beginning."

Parcel 2 - "Beginning at the point of intersection of the westerly sideline of Charles River Street and a line 100 feet distant from and parallel to the northerly sideline of South Street; thence running southerly by the westerly sideline of Charles River Street to the point of curvature of a curve connecting the westerly sideline of Charles River Street and the northerly sideline of South Street; thence running southerly and westerly by said curve to the point of tangency on the northerly sideline of South Street; thence running westerly by the northerly sideline of South Street to the point of curvature of a curve connecting the northerly sideline of South Street and the easterly sideline of Fisher Street; thence running westerly and northerly by said curve to the point of tangency on the easterly sideline of Fisher Street; thence running northerly by the easterly sideline of Fisher Street to the point of intersection of the easterly sideline of Fisher Street and a line 100 feet distant from and parallel to the northerly sideline of South Street; thence turning and running easterly along a line 100 feet distant from and parallel to the northerly sideline of South Street to the point of beginning."

Parcel 3 - "Beginning at the point of intersection of the westerly sideline of Wilson Lane and the southerly sideline of South Street; thence running southerly by the westerly sideline of Wilson Lane to the point of intersection of the westerly sideline of Wilson Lane and a line 100 feet distant from and parallel to the southerly sideline of South Street; thence turning and running westerly along a line 100 feet distant from and parallel to the southerly sideline of South Street to the point of intersection of a line 100 feet distant from and parallel to the southerly sideline of South Street and a line 400 feet distant from and parallel to the westerly sideline of Wilson Lane; thence turning and running northerly along a line 400 feet distant from and parallel to the westerly sideline of Wilson Lane to the point of intersection of a line 400 feet distant from and parallel to the westerly sideline of Wilson Lane and the

southerly sideline of South Street; thence turning and running easterly by the southerly sideline of South Street to the point of beginning."

Parcel 4 - "Beginning at the point of intersection of the easterly sideline of Great Plain Avenue and a line 150 feet distant from and parallel to the northerly sideline of Broad Meadow Road; thence running easterly along a line 150 feet distant from and parallel to the northerly sideline of Broad Meadow Road to the point of intersection of a line 150 feet distant from and parallel to the northerly sideline of Broad Meadow Road and the westerly sideline of Evans Road; thence turning and running southerly by the westerly sideline of Evans Road to the point of intersection of the westerly sideline of Evans Road and the northerly sideline of Broad Meadow Road; thence turning and running westerly by the northerly sideline of Broad Meadow Road to the point of curvature of a curve connecting the northerly sideline of Broad Meadow Road and the easterly sideline of Great Plain Avenue; thence running westerly and northwesterly by said curve to the point of tangency on the easterly sideline of Great Plain Avenue; thence running northerly by the easterly sideline of Great Plain Avenue to the point of beginning."

Parcel 5 - "Beginning at the point of intersection of the northerly sideline of Broad Meadow Road and the easterly sideline of Evans Road; thence running northwesterly by the easterly sideline of Evans Road a distance of 100.72 feet to the northwesterly sideline of a parcel of land as shown on Assessor's Plan No. 11, parcel 6 in March 1993; thence turning and running northeasterly along said northwesterly sideline of said parcel to the point of intersection of the northwesterly sideline of said parcel and a line 200 feet distant from and parallel to the easterly sideline of Great Plain Avenue; thence turning and running southeasterly along a line 200 feet distant from and parallel to the easterly sideline of Great Plain Avenue to the point of intersection of a line 200 feet distant from and parallel to the easterly sideline of Great Plain Avenue and the northerly sideline of Broad Meadow Road; thence turning and running southwesterly by the northerly sideline of Broad Meadow Road to the point of beginning."

Parcel 6 - "Beginning at the point of intersection of the northerly sideline of Central Avenue and the easterly sideline of the State Circumferential Highway Route 128; thence running northwesterly by the easterly sideline of the State Circumferential Highway Route 128 to the intersection of the easterly sideline of the State Circumferential Highway Route 128 and the southerly sideline of land N/F Metropolitan District Commission Sudbury Aqueduct; thence turning and running northeasterly along said Metropolitan District Commission Sudbury Aqueduct property to the point of intersection of the southerly sideline of land N/F Metropolitan District Commission Sudbury Aqueduct and the westerly sideline of Reservoir Street; thence turning and running southerly by the westerly sideline of Reservoir Street to the point of curvature of a curve connecting the westerly sideline of Reservoir Street and the northerly sideline of Central Avenue; thence running southerly and southwesterly by said curve to the point of tangency on the northerly sideline of Central Avenue; thence running westerly by the sideline of Central Avenue to the point of

beginning."

Parcel 7 - "Beginning at the point of intersection of the easterly sideline of Reservoir Street and the northerly sideline of Vara Lane; thence running northerly by the easterly sideline of Reservoir Street to the point of intersection of the easterly sideline of Reservoir Street and the southerly sideline of land N/F Metropolitan District Commission Sudbury Aqueduct; thence turning and running easterly by the southerly sideline of said Metropolitan District Commission Sudbury Aqueduct property to a point on the westerly sideline of Vara Lane; thence continuing easterly, southerly and westerly by the sideline of said Vara Lane to the point of beginning."

Parcel 8 - "Beginning at a point on the northerly sideline of Central Avenue, said point being the point of curvature of a curve connecting the easterly sideline of Reservoir Street and the northerly sideline of Central Avenue; thence running northeasterly by the northerly sideline of Central Avenue a distance of 91.91 feet to a point; thence turning and running northwesterly and perpendicular to the northerly sideline of Central Avenue to a point 100 feet distant from the northerly sideline of Central Avenue; thence turning and running southwesterly and parallel to the northerly sideline of Central Avenue to the intersection of the easterly sideline of Reservoir Street and a line 100 feet distant from and parallel to the northerly sideline of Central Avenue; thence turning and running southerly by the easterly sideline of Reservoir Street to a point of curvature of a curve connecting the easterly sideline of Reservoir Street and the northerly sideline of Central Avenue; thence running southeasterly, easterly and northeasterly by said curve to the point of beginning."

Parcel 9 - "Beginning at the point of intersection of the southerly sideline of Central Avenue and the easterly property line of the property shown on Assessors Map 80 parcel 10-01 in March 1993; thence running southeasterly along said property line to the point of intersection of said property line and a line 100 feet distant from and parallel to the southerly sideline of Central Avenue; thence turning and running southwesterly along said line 100 feet distant from and parallel to the southerly sideline of Central Avenue to the point of intersection of a line 100 feet distant from and parallel to the southerly sideline of Central Avenue and the easterly sideline of Reservoir Street; thence turning and running northerly by the easterly sideline of Reservoir Street to the point of curvature of a curve connecting the easterly sideline of Reservoir Street and the southerly sideline of Central Avenue; thence running northerly and northeasterly by said curve to a point of tangency on the southerly sideline of Central Avenue; thence running northeasterly by the southerly sideline of Central Avenue to the point of beginning."

Parcel 10 - "Beginning at the point of intersection of the westerly sideline of Reservoir Street and the easterly sideline of the State Circumferential Highway Route 128; thence running northwesterly by the easterly sideline of the State Circumferential Highway Route 128 to the point of intersection of the

southerly sideline of Central Avenue and the easterly sideline of the State Circumferential Highway Route 128; thence turning and running easterly by the southerly sideline of Central Avenue to the point of curvature of a curve connecting the southerly sideline of Central Avenue and the westerly sideline of Reservoir Street; thence running easterly, southeasterly and southerly by said curve to the point of tangency on the westerly sideline of Reservoir Street; thence running southerly by the westerly sideline of Reservoir Street to the point of beginning."

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 7: AMEND ZONING BY-LAW - MAP CHANGE TO GENERAL RESIDENCE DISTRICT

To see if the Town will vote to amend the Needham Zoning Bylaw by amending the Zoning Map as follows:

Place in the General Residence District all that land now zoned Single Residence B and lying in the area bounded by Highland Avenue, Webster Street, the M.B.T.A. right-of-way, and Gould Street, comprising parcels 1, 2, 3, 4, 5, 6, 12, 14, 15, 16, 17, 18, 21, 22, 23, 24, 25, 28, 29, 30, 31, 33 and 56 on Assessors' Plan No. 77. Said land comprising parcels 1, 2, 3 and 4 bounded and described as follows:

Parcel 1 - "Beginning at the point of intersection of the northerly sideline of Highland Avenue and the easterly sideline of Webster Street; thence running northerly by the easterly sideline of Webster Street to the intersection of the easterly sideline of Webster Street and the southerly sideline of Putnam Street; thence running easterly by the southerly sideline of Putnam Street a distance of 210 feet to the intersection of the southerly sideline of Putnam Street and the property line dividing parcels 11 and 12 as shown on Assessors Plan No. 77 in October 1992; thence running southerly by the property line dividing parcels 11 and 12 as shown on said plan to a point on the northerly sideline of Highland Avenue; thence running westerly by the northerly sideline of Highland Avenue to the point of beginning."

Parcel 2 - "Beginning at the point of intersection of the easterly sideline of Webster Street and the northerly sideline of Putnam Street; thence running northerly by the easterly sideline of Webster Street to the intersection of the easterly sideline of Webster Street and the southerly sideline of Guild Road; thence running easterly by the southerly sideline of Guild Road to the intersection of the southerly sideline of Guild Road and the westerly sideline of Arbor Street; thence running southerly by the westerly sideline of Arbor Street to the intersection of the westerly sideline of Arbor Street and the northerly sideline of Putnam Street; thence running westerly by the northerly sideline of Putnam Street to the point of beginning."

Parcel 3 - "Beginning at a point on the northerly sideline of Guild Road 76.30 feet easterly from the intersection of the easterly sideline of Webster Street and the northerly sideline of Guild Road, said point being the point of intersection of the northerly sideline of Guild Road and the property line dividing parcels 32 and 33 as shown on Assessors Plan No. 77 in October 1992; thence running easterly by the

northerly sideline of Guild Road a distance of 100.33 feet to the intersection of the northerly sideline of Guild Road and the property line dividing parcels 33 and 34 as shown on said plan; thence running northerly along the property line dividing parcels 33 and 34 to the intersection of the property line dividing parcels 33 and 34 and the southerly right of way line of M.B.T.A. property; thence running westerly by the southerly right of way line of M.B.T.A. property to the intersection of the southerly right of way line of M.B.T.A. property and the property line dividing parcels 32 and 33 as shown on said plan; thence running southerly along the property line dividing parcels 32 and 33 to the point of beginning."

Parcel 4 - "Beginning at the point of intersection of the westerly sideline of Gould Street and the southerly right of way line of M.B.T.A. property; thence running southerly by the westerly sideline of Gould Street to the intersection of the westerly sideline of Gould Street and the northerly sideline of Highland Avenue; thence running southwestwardly by the northerly sideline of Highland Avenue to the intersection of the northerly sideline of Highland Avenue and the easterly sideline of Cross Street; thence running northerly by the easterly sideline of Cross Street to the intersection of the easterly sideline of Cross Street and the southerly sideline of Putnam Street; thence running northeasterly, northwesterly and southwestwardly by the sideline of Putnam Street to the intersection of the northerly sideline of Putnam Street and the easterly sideline of Cross Street; thence running northwesterly by the easterly sideline of Cross Street and the extension of the easterly sideline of Cross Street to the intersection of the extension of the easterly sideline of Cross Street and the southerly right of way line of M.B.T.A. property; thence running northeasterly by the southerly right of way line of M.B.T.A. property to the point of beginning."

Said above described parcel is exclusive of any and all rights of way as are now or may be enforceable.

or take any other action relative thereto.

MOVED: That the Town amend the Needham Zoning Bylaw by amending the Zoning Map as follows:

Place in the General Residence District all that land now zoned Single Residence B and lying in the area bounded by Highland Avenue, Webster Street, the M.B.T.A. right-of-way, and Gould Street, comprising parcels 1, 2, 3, 4, 5, 6, 12, 14, 15, 16, 17, 18, 21, 22, 23, 24, 25, 28, 29, 30, 31, 33 and 56 on Assessor's Plan No. 77. Said land comprising parcels 1, 2, 3 and 4 bounded and described as follows:

Parcel 1 - "Beginning at the point of intersection of the northerly sideline of Highland Avenue and the easterly sideline of Webster Street; thence running northerly by the easterly sideline of Webster Street to the intersection of the easterly sideline of Webster Street and the southerly sideline of Putnam Street; thence running easterly by the southerly sideline of Putnam Street a distance of 210 feet to the intersection of the southerly sideline of Putnam Street and the property line dividing parcels 11 and 12 as shown on Assessors Plan No. 77 in October 1992; thence running southerly by the property line dividing parcels 11 and 12 as shown on

said plan to a point on the northerly sideline of Highland Avenue; thence running westerly by the northerly sideline of Highland Avenue to the point of beginning."

Parcel 2 - "Beginning at the point of intersection of the easterly sideline of Webster Street and the northerly sideline of Putnam Street; thence running northerly by the easterly sideline of Webster Street to the intersection of the easterly sideline of Webster Street and the southerly sideline of Guild Road; thence running easterly by the southerly sideline of Guild Road to the intersection of the southerly sideline of Guild Road and the westerly sideline of Arbor Street; thence running southerly by the westerly sideline of Arbor Street to the intersection of the westerly sideline of Arbor Street and the northerly sideline of Putnam Street; thence running westerly by the northerly sideline of Putnam Street to the point of beginning."

Parcel 3 - "Beginning at a point on the northerly sideline of Guild Road 76.30 feet easterly from the intersection of the easterly sideline of Webster Street and the northerly sideline of Guild Road, said point being the point of intersection of the northerly sideline of Guild Road and the property line dividing parcels 32 and 33 as shown on Assessors Plan No. 77 in October 1992; thence running easterly by the northerly sideline of Guild Road a distance of 100.33 feet to the intersection of the northerly sideline of Guild Road and the property line dividing parcels 33 and 34 as shown on said plan; thence running northerly along the property line dividing parcels 33 and 34 to the intersection of the property line dividing parcels 33 and 34 and the southerly right of way line of M.B.T.A. property; thence running westerly by the southerly right of way line of M.B.T.A. property to the intersection of the southerly right of way line of M.B.T.A. property and the property line dividing parcels 32 and 33 as shown on said plan; thence running southerly along the property line dividing parcels 32 and 33 to the point of beginning."

Parcel 4 - "Beginning at the point of intersection of the westerly sideline of Gould Street and the southerly right of way line of M.B.T.A. property; thence running southerly by the westerly sideline of Gould Street to the intersection of the westerly sideline of Gould Street and the northerly sideline of Highland Avenue; thence running southwestwardly by the northerly sideline of Highland Avenue to the intersection of the northerly sideline of Highland Avenue and the easterly sideline of Cross Street; thence running northerly by the easterly sideline of Cross Street to the intersection of the easterly sideline of Cross Street and the southerly sideline of Putnam Street; thence running northeasterly, northwesterly and southwestwardly by the sideline of Putnam Street to the intersection of the northerly sideline of Putnam Street and the easterly sideline of Cross Street; thence running northwesterly by the easterly sideline of Cross Street and the extension of the easterly sideline of Cross Street to the intersection of the extension of the easterly sideline of Cross Street and the southerly right of way line of M.B.T.A. property; thence running northeasterly by the southerly right of way line of M.B.T.A. property to the point of beginning."

Said above described parcel is exclusive of any and all rights of way as are now or may be enforceable.

Mr. David W. Kunhardt, member, addressed this proposal on behalf of the Planning Board. This article completes the General Residence District by including 4 parcels now zoned Single Residence B and lying in the area between Highland Avenue, Webster Street, the M.B.T.A. right-of-way and Gould Street.

A motion to amend was offered by Mr. Sydney Randall to strike parcel 4 for the purpose of postponing consideration of Parcel 4 until such time as an environmental study is completed.

Mr. Kunhardt noted that a nursing home would require a special permit under any zone.

Mrs. Blanche D. Randall expressed concern that the area residents were originally told that one side of Gould Street would remain residential and now there might be a commercial use.

Mr. Randall's motion to amend was presented, but it failed to pass by voice vote.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The following Town Meeting Members were sworn in by the Moderator: Betsy M. Tedoldi, Deborah L. Roberts, Gregory John Shesko, Richard S. Creem, Foster S. Crook, and Meredith P. Page. The motion was again presented and carried by a count of hands. The hand count was Yes 187 No 13.

ARTICLE 8: AMEND ZONING BY-LAW - CITIZENS' PETITION

To see if the Town will vote to amend Section 3.2 Schedule of Use Regulations of the Zoning By-Laws as follows:

The following use is allowed in an Industrial Park Zone by Special Permit:

Incidental and accessory retail uses serving the general public by means of a showroom/salesroom which comprises no more than ten percent of the gross square feet of floor area of a building. The ten percent limitation is applicable in the aggregate to single or multi-tenanted buildings.

This proposed Amendment should be placed under the category of "Accessory".

The asterisk (*) after Industrial Park should be amended as follows, p. .

*Notwithstanding the provisions of this section, the following identified and described uses shall be prohibited in the Industrial Park District:

Retail showroom/salesroom which exceed ten percent of the gross square footage of the building and which is not accessory or incidental to the principle permitted use of uses.

or take any other action relative thereto.

MOVED: That the Town amend Section 3.2 Schedule of Use Regulations of the Zoning By-Laws as follows:

The following use is allowed in an Industrial Park Zone by Special Permit:

Incidental and accessory retail uses serving the general public by means of a showroom/salesroom which comprises no more than ten percent of the gross square feet of floor area of a building. The ten percent limitation is applicable in the aggregate to single or multi-tenanted buildings.

This proposed Amendment should be placed under the category of "Accessory".

The asterisk (*) after Industrial Park should be amended as follows, p. .

*Notwithstanding the provisions of this section, the following identified and described uses shall be prohibited in the Industrial Park District:

Retail showroom/salesroom which exceed ten percent of the gross square footage of the building and which is not accessory or incidental to the principle permitted use of uses.

The Moderator advised that a second main motion will be offered by Mr. James Hugh Powers and that Town Meeting Members will be asked to vote "no" on the main affirmative motion and "yes" on a second main motion.

Mr. Benedict Horowitz, Attorney for the Proponents, Cabot Partners, addressed this proposal. He explained that this proposal amends the Industrial Park District to allow incidental and accessory retail uses. The article provides, in part, for the allowance of such retail uses provided certain conditions are met such as 1) a special permit for such use is granted by the Special Permit Granting Authority; 2) the retail use is accessory and incidental to the permitted principal use and is located in the same building as the principal use; and 3) the retail use is provided by means of a showroom/salesroom comprising no more than ten percent of the building. Mr. Horowitz noted that this article was submitted in an attempt to ease some of the leasing problems in the area. Mr. Horowitz urged defeat of the first main motion and passage of the second main motion which addresses the recommendations of the Planning Board. Mr. Horowitz advised that the Newton-Needham Chamber of Commerce supports this article.

Mr. Frank S. Gallelo, member, supported this proposal on behalf of the Planning Board. Ms. Kathleen M. Lewis noted that the Needham Business Association voted to support this article.

Mr. Robert Y. Larsen expressed concern with the zoning amendment and indicated that collectively, these amendments may have a significant impact on the Town. In response to an inquiry from Mr. Larsen, Town Counsel advised that there is an appeal process under state law in which the Town could be held liable.

Mrs. Maureen T. McCaffrey also expressed concern with this proposal. She suggested that traffic study should be conducted and that the parking could become an issue.

Mr. Paul Killeen, Chairman, advised that the Planning Board has studied this amendment and does endorse this proposal. He further noted that the area in question has already been subjected to several traffic studies and that this proposal would not increase traffic.

After a brief discussion, a motion to move the previous question was offered by Mr. Thomas M. Alpert. The motion was presented and carried by voice vote.

ACTION: The first main motion was presented, but it failed to pass unanimously by voice vote.

The second main motion was offered by Mr. James Hugh Powers as follows:

MOVED: That the town amend the Zoning By-Law, Section 3.2.1, Uses in Districts Except Commercial Districts, by revising the asterisk (*) after the Industrial Park designation so that it reads as follows:

*Notwithstanding the provisions of this section, the following identified and described uses shall be permitted in the Industrial Park District by Special Permit: Retail uses

which are incidental and accessory to the principal permitted use in the same building, serving the general public by means of a showroom/salesroom which comprises no more than ten percent of the total floor area of the use to which the retail use is incidental or accessory or 10,000 square feet of the principal use, whichever is lesser. In multi-tenanted structures the provisions of this section will individually apply to each tenant or use and not to the aggregate total of the structure. Incidental and accessory retail uses shall be subordinate to and customarily incidental to the principal allowed use or uses currently operating in the building or portion thereof. A special permit for incidental and accessory retail uses may be granted by the Special Permit Granting Authority only upon its determination that off-street parking has been provided in accordance with the requirements of Sections 5.1.2 and 5.1.3 for the entire use of the structure including the retail use or a waiver has been granted pursuant to Section 5.1.1.5.

(b) Notwithstanding the provisions of this section, the following identified and described uses shall be prohibited in the Industrial Park District: (1) Retail showroom/salesroom which exceeds ten percent of the total floor area of the use to which the retail use is incidental or accessory or 10,000 square feet of the principal use, whichever is lessor or which is not accessory or incidental to the principal permitted use or uses; (2) Non-accessory retail store; (3) Non-accessory retail-craft, consumer, or commercial service establishment except office and banks; (4) Boarding houses."

Mr. Edward Nowak, Jr. spoke in favor of this proposal. He indicated that the town needs the taxes from local businesses.

ACTION: The second main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 194 No 8.

At 11:17 P.M. Mr. John F. Milligan moved that the Annual Town Meeting stand adjourned to Wednesday, May 5, 1993, at 7:30 P.M. at the Needham High School and it was so voted unanimously.

Theodora K. Eaton, CMC/AAE,
Town Clerk

ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 5, 1993

Pursuant to adjournment of the Annual Town Meeting held May 3, 1993, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Needham High School on Wednesday, May 5, 1993, at 7:30 P.M.

Check lists were used and 253 voters were checked on the list as being present, including 237 Town Meeting Members.

At the designation of Rev. Paul C. Clayton, President of the Needham Clergy Association, Rev. Colin Leitch, Interim Associate Minister, Needham Congregational Church, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 9: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the

following elected officers of the Town of Needham as of July 1, 1993 as required by the General Laws, Chapter 41, Section 108, as recommended by the Personnel Board and subject to the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-law:

Town Clerk	\$44,000.
Selectmen, Chairman	1,800.
Selectmen, Others	1,500.
Assessor, Chairman	1,800.
Assessor, Others	1,500.;

or take any other action relative thereto.

MOVED: That the Town fix the compensation of the following elected officers of the Town of Needham as of July 1, 1993 as required by the General Laws, Chapter 41, Section 108, as recommended by the Personnel Board and subject to the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-law:

Town Clerk	\$44,000.
Selectmen, Chairman	1,800.
Selectmen, Others	1,500.
Assessor, Chairman	1,800.
Assessor, Others	1,500.

The following motion to amend was offered by Mr. Charles W. Wyckoff:

That the Town vote to amend Article 9, Elected Officials' Salaries by deleting Article 9 in its entirety and inserting in place thereof the following:

To see if the Town will vote to fix the compensation of the following elected officers of the Town of Needham as of July 1, 1993 as required by the General Laws, Chapter 41, Section 108, as recommended by the Personnel Board and subject to the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-law:

Town Clerk	\$43,000.
Town Clerk with six (6) years of service in the position	47,000.
Selectmen, Chairman	1,800.
Selectmen, Others	1,500.
Assessor, Chairman	1,800.
Assessor, Others	1,500.;

and to see if the Town will vote to fix the compensation of the following elected officers of the Town of Needham as of January 2, 1994 as required by the General Laws, Chapter 41, Section 108, as recommended by the Personnel Board and subject to the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-law:

Town Clerk	\$43,000.
Town Clerk with six (6) years of service in the position	50,000.
Selectmen, Chairman	1,800.
Selectmen, Others	1,500.
Assessor, Chairman	1,800.
Assessor, Others	1,500.

Mr. Charles W. Wyckoff, Chairman, addressed the Personnel articles on behalf of the Personnel Board. He explained that the Personnel Board has struggled to determine an appropriate method of setting the salary of the Town Clerk since the 1992 Annual Town Meeting. They consulted with Olney Associates, the Town's classification and compensation consultant, who conducted a comparison of the salaries of Town Clerks in surrounding towns. Mr. Wyckoff presented a slide which showed a variance between the Town Clerk and corresponding Town management positions between 1987 and 1993. This comparison

showed a variance in 1987 of \$479. which steadily increased to \$5,593. in 1993.

In response to an inquiry from Mr. Daniel P. Messing, Mr. Wyckoff explained that Olney Associates conducted an evaluation of all management positions in general government and at that time, the position of Town Clerk was unofficially placed at the M-2 management level.

Mrs. Cynthia J. Chaston, Chairman, advised that the Finance Committee defer to the judgement of the Personnel Board, but one caveat was that this was not indicative of percentage increase for other departments.

A motion to move the previous question was offered by Mr. John F. Connell. The motion was presented and carried by voice vote.

Mr. Wyckoff's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town fix the compensation of the following elected officers of the Town of Needham as of July 1, 1993 as required by the General Laws, Chapter 41, Section 108, as recommended by the Personnel Board and subject to the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-law:

Town Clerk	\$43,000.
Town Clerk with six (6) years of service in the position	47,000.
Selectmen, Chairman	1,800.
Selectmen, Others	1,500.
Assessor, Chairman	1,800.
Assessor, Others	1,500.;

and that the Town fix the compensation of the following elected officers of the Town of Needham as of January 2, 1994 as required by the General Laws, Chapter 41, Section 108, as recommended by the Personnel Board and subject to the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-law:

Town Clerk	\$43,000.
Town Clerk with six (6) years of service in the position	50,000.
Selectmen, Chairman	1,800.
Selectmen, Others	1,500.
Assessor, Chairman	1,800.
Assessor, Others	1,500.

ARTICLE 10: AMEND CLASSIFICATION AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule; or take any other action relative thereto.

NOTE:

All revisions to the Classification and Standard Rates of Compensation Schedule will be provided to Town Meeting Members as soon as possible before May 3, 1993. Except as otherwise required by State Law, the classes of positions in paid appointive service in the Town, other than those in the service of the School Department and Glover

Memorial Hospital, and the standard rates of compensation thereof, effective July 1, 1993, may be found in the Classification and Standard Rates of Compensation Schedule, as amended.

MOVED: That the Town amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefore a new Classification and Standard Rates of Compensation Schedule.

FISCAL YEAR 1994 SCHEDULE A Effective July 1, 1993

Alphabetical listing of Full-time, Part-time (PT) and Seasonal (S) position classifications with compensation grades and schedules:

<u>CLASS TITLE</u>	<u>GRADE/SCHEDULE</u>
Activity Instructor (PT)	Schedule C
Administrative Assessor	M-2
Administrative Assistant	T-9
Administrative Coordinator	T-10
Administrative Specialist	T-10
Animal Control Officer	PB-1
Animal Inspector	Schedule C
Assistant Administrative Assessor	T-14
Assistant Cataloger	S-9
Assistant Children's Librarian	S-9
Assistant, Council On Aging	Schedule C
Assistant Director, Park and Recreation	T-13
Assistant Director of Public Library	S-15
Assistant Superintendent	S-14
Assistant Superintendent, Fire Alarm	FA-2
Assistant Town Clerk	T-10
Associate Director, Council On Aging	T-13
Building Custodian	T-7
Building Inspector, Substitute	Schedule C
Building Monitor	Schedule C
Canvasser	Schedule C
Caseworker	T-13
Cataloger	S-13
Children's Librarian	S-13
Circulation Supervisor	S-10
Clerk	Schedule C
Code Enforcement Officer	Schedule C
Committee Secretary, Board of Appeals	Schedule C
Computer Operator	T-10
Computer Operator/Data Entry	T-9
Conservation Officer	Schedule C
Control Clerk	T-9
Council On Aging, Executive Director	M-1
Department Assistant 3	T-8
Department Assistant 2	T-7
Department Assistant 1	T-6
Department Specialist	T-9
Deputy Fire Chief	F-4
Deputy Fire Chief, Operations	F-4
Director, Management Information Services	M-3
Director of Civil Defense	Schedule C
Director of Finance	M-4
Director of Parks & Recreation	M-2
Director of Public Health	M-2
Director of Public Library	M-2
Director of Public Works	M-5
Director of Veteran's Services	Schedule C
Director of Youth Services	M-1
Division Superintendent, Highway	M-2
Division Superintendent, Parks	M-2
Division Superintendent, Sewer	M-2

Division Superintendent, Water	M-2	Survey Party Chief	S-13
Draftsman	S-9	Systems Analyst	T-13
Election Clerk	Schedule C	Temporary Laborer	Schedule C
Election Inspector	Schedule C	Temporary Janitor	Schedule C
Election Warden	Schedule C	Town Comptroller	M-2
Equipment Mechanic	W-6	Town Counsel	Schedule C
Equipment Welder	W-6	Town Engineer	M-3
Finance Committee, Executive Secretary	Schedule C	Town Treasurer and Tax Collector	M-2
Fire Captain	F-3	Traffic Supervisor	Schedule C
Fire Chief	M-5	Tree Climber	W-4
Firefighter	F-1	Water Meter Reader	W-3
Fire Lieutenant	F-2	Wiring Inspector Substitute	Schedule C
Garage and Equipment Supervisor	M-1	Working Foreman	W-6
Garage Mechanic	W-4	Young Adult Librarian	S-12
Heavy Motor Equipment Operator	W-4	Youth Center Worker 1 - 5	Schedule C
Inspector of Buildings	M-2	Youth Services Counselor	T-12
Inspector of Plumbing & Gas	S-14		
Inspector of Wires	S-14		
Junior Building Custodian	T-5		
Junior Building Custodian (PT)	Schedule C		
Laborer	W-1		
Library Assistant 1	S-6		
Library Assistant 1 (PT)	Schedule C		
Library Assistant 2	S-7		
Library Assistant 2 (PT)	Schedule C		
Library Page	Schedule C		
Lineman	FA-1		
Maintenance Man	W-3		
Maintenance Worker/Custodian	S-10		
Management Analyst	T-15		
Master Mechanic	W-8		
Meter Repairman	W-4		
Motor Equipment Operator	W-2		
Nutritionist	T-14		
Outreach Worker, Council on Aging	T-12		
Parking Enforcement Attendant	S-6		
Parking Enforcement Attendant (PT)	Schedule C		
Personnel Director	M-2		
Planning Director	M-2		
Plumbing and Gas Inspector Substitute (PT)	Schedule C		
Police Chief	M-5		
Police Lieutenant	P-4		
Police Matron (PT)	Schedule C		
Police Officer	P-2		
Police Sergeant	P-3		
Program Coordinator	Schedule C		
Programmer/Computer Operator	T-11		
Public Health Nurse	T-15		
Public Safety Dispatcher	S-10		
Public Works Craftsman	W-4		
Public Works Dispatcher	W-4		
Public Works Inspector	S-13		
Public Works Specialist	W-5		
Pumping Station Operator	W-4		
Recording Secretary	Schedule C		
Recreation Specialist 1 - 5	Schedule C		
Reference Librarian	S-12		
Reference Librarian (PT)	Schedule C		
Reference Supervisor	S-14		
Registrar of Voters	Schedule C		
Sanitarian	T-15		
Sealer of Weights & Measures	Schedule C		
Seasonal Packer/Drivers	Schedule C		
Senior Administrative Coordinator	T-11		
Senior Building Custodian	T-10		
Senior Draftsman	S-12		
Senior Engineer	S-15		
Senior Systems Analyst	T-16		
Shovel Operator	W-6		
Student Draftsman and Rodman	Schedule C		
Student Intern 1 - 4	Schedule C		

SCHEDULE A STIPENDS**Additional Compensation for Specific Assignments**

- [1] Additional \$100.00 per month when assigned to and performing the duties of Assistant Director of Public Works.
- [2] Additional \$100.00 per month when assigned to and performing the duties of Office Manager as designated by the Director of Public Works.
- [3] Additional \$1,200.00 per year when assigned to and performing the duties of Detective as designated by the Police Chief.
- [4] Additional \$40.00 per month when assigned to and performing the duties of Patrol Supervisor as designated by the Police Chief.
- [5] Additional \$50.00 per month when assigned to and performing the duties of D.A.R.E. Coordinator as designated by the Police Chief.
- [6] Said Director shall be the Superintendent of Public Works within the meaning of Section 20 to 30, inclusive of the Needham Special Home Rule Charter Act (Acts of 1971, c. 403), and shall be appointed in the manner and shall exercise the powers and duties of such Superintendent, specified in said act.
- [7] Additional \$1,200.00 per year when assigned to and performing the duties of Principal Prosecuting Officer as designated by the Police Chief.
- [8] Additional \$100.00 per month when assigned to and performing the duties of Assistant Town Engineer as designated by Director of Public Works.
- [9] Additional \$100.00 per month when assigned to and performing the duties of Fire Inspector as designated by the Fire Chief.
- [10] Additional \$50.00 per month when assigned to and performing the duties of Community Service Officer as designated by the Police Chief.
- [11] Additional \$75.00 per month when assigned to and performing the duties of Deputy Tree Warden.
- [12] Additional \$600.00 per year when assigned to and performing the duties of Workman's Compensation Agent.

[13]	Additional \$1,500.00 per year when assigned to and performing the duties of Assistant Parking Clerk.	Recreation Specialist 2	\$6.44
		Recreation Specialist 3	\$6.96
		Recreation Specialist 4	\$7.73
[14]	May be designated confidential in accordance with M.G.L. Chapter 150E.	Recreation Specialist 5	\$9.54
		Reference Librarian (PT)	\$11.34
		#Registrar of Voters (per annum)	\$545.00
[15]	Additional \$1,200 when an employee other than the Finance Director is designated by the Board of Selectmen to be Chief Procurement Officer.	Sealer of Weights and Measures (per annum)	\$7,507.61
		Seasonal Packer/Driver	\$8.12
		Student Draftsman and Rodman	
		First Year	\$8.63
		Second Year	\$9.00
		Third Year	\$9.32
		Fourth Year	\$9.69
		Fifth Year	\$10.01
		Student Intern 1	\$6.00
		Student Intern 2	8.00
		Student Intern 3	\$10.00
		Student Intern 4	\$12.00
		Temporary Janitor	\$5.41
		Temporary Laborer	
		First Year	\$5.74
		Second Year	\$6.15
		Third Year	\$6.57
		Fourth Year	\$6.98
		Fifth Year	\$7.47
		Town Counsel (per annum)	\$44,510.70
		Traffic Supervisor	\$12.24
		#Wiring Inspector Substitute	
		(per diem)	\$41.00
		(per inspection)	\$12.00
		#Youth Center Worker 1	\$8.75
		#Youth Center Worker 2	\$9.38
		#Youth Center Worker 3	10.00
		#Youth Center Worker 4	\$10.50
		#Youth Center Worker 5	\$11.00

NOTE: Collective bargaining schedules are listed on the following pages for informational purposes only.

Fiscal Year 1994

SCHEDULE C

Rates for Part-time and Seasonal Positions

(rates are hourly unless specifically noted)

Effective July 1, 1993

TITLERATE

#Activity Instructor (per session)

Group A	\$5.00
Group B	\$7.00
Group C	\$8.00
Group D	\$10.00
Group E	\$12.00
Group F	\$15.00
Group G	\$18.00
Group H	\$21.00
Group I	\$25.00
Group J	\$28.00

Animal Inspector (per annum) \$3,257.46

Assistant, Council on Aging \$9.26

Building Inspector Substitute \$13.23

Building Monitor \$5.67

Canvasser \$5.68

Clerk (PT) \$9.26

Code Enforcement Officer \$13.23

Committee Secretary, Board of Appeals \$11.49

Conservation Officer \$13.23

#Director of Civil Defense \$3,000.00

Director of Emergency Management Services \$1,500.00

Election Clerk *

Election Inspector *

Election Warden *

Finance Committee Executive Secretary (per annum) \$12,272.27

Junior Building Custodian \$8.50

Library Assistant 1 (PT) \$6.98

Library Assistant 2 (PT) \$7.79

Library Page

First Year \$5.01

Second Year \$5.31

#Parking Clerk \$4,000.00

Parking Enforcement Attendant (PT) \$7.73

#Plumbing & Gas Inspector Substitute

(per diem) \$41.00

(per inspection) \$12.00

Police Matron \$12.24

Program Coordinator \$11.93

Recording Secretary \$11.49

Recreation Specialist 1 \$5.67

Titles not included in general wage increases.

* Rates set by Board of Selectmen

SCHEDULE B1
GENERAL SALARY SCHEDULE
 Effective July 1, 1993

<u>GRADE</u>	<u>MINIMUM</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>	<u>STEP 6</u>	<u>STEP 7</u>	<u>STEP 8</u>	<u>MAXIMUM</u>
S-19	\$41,812.	\$43,318.	\$44,878.	\$46,492.	\$48,165.	\$49,889.	\$51,696.	\$53,557.	\$55,486.
S-18	\$37,703.	\$39,061.	\$40,466.	\$41,924.	\$43,432.	\$44,997.	\$46,615.	\$48,293.	\$50,033.
S-17	\$35,214.	\$36,484.	\$37,797.	\$39,158.	\$40,568.	\$42,026.	\$43,540.	\$45,108.	\$46,731.
S-16	\$32,898.	\$34,081.	\$35,309.	\$36,580.	\$37,896.	\$39,262.	\$40,675.	\$42,140.	\$43,655.
S-15	\$30,468.	\$31,565.	\$32,701.	\$33,877.	\$35,096.	\$36,361.	\$37,668.	\$39,024.	\$40,430.
S-14	\$28,206.	\$29,221.	\$30,274.	\$31,364.	\$32,492.	\$33,661.	\$34,874.	\$36,130.	\$37,431.
S-13	\$26,116.	\$27,055.	\$28,029.	\$29,036.	\$30,083.	\$31,167.	\$32,288.	\$33,451.	\$34,656.
S-12	\$24,193.	\$25,064.	\$25,966.	\$26,901.	\$27,869.	\$28,873.	\$29,911.	\$30,988.	\$32,104.
S-11	\$22,385.	\$23,190.	\$24,025.	\$24,890.	\$25,785.	\$26,713.	\$27,674.	\$28,672.	\$29,704.
S-10	\$21,280.	\$22,043.	\$22,838.	\$23,661.	\$24,513.	\$25,395.	\$26,309.	\$27,256.	\$28,236.
S-9	\$19,746.	\$20,459.	\$21,194.	\$21,957.	\$22,747.	\$23,566.	\$24,416.	\$25,292.	\$26,204.
S-8	\$18,215.	\$18,870.	\$19,551.	\$20,254.	\$20,983.	\$21,737.	\$22,519.	\$23,331.	\$24,170.
S-7	\$16,909.	\$17,519.	\$18,149.	\$18,802.	\$19,481.	\$20,181.	\$20,907.	\$21,660.	\$22,439.
S-6	\$15,946.	\$16,520.	\$17,113.	\$17,729.	\$18,368.	\$19,029.	\$19,714.	\$20,424.	\$21,158.
S-5	\$15,036.	\$15,577.	\$16,138.	\$16,720.	\$17,323.	\$17,946.	\$18,671.	\$19,261.	\$19,955.
S-4	\$14,184.	\$14,697.	\$15,225.	\$15,773.	\$16,342.	\$16,930.	\$17,539.	\$18,172.	\$18,825.
S-3	\$13,392.	\$13,874.	\$14,373.	\$14,890.	\$15,427.	\$15,982.	\$16,557.	\$17,153.	\$17,770.
S-2	\$12,483.	\$12,932.	\$13,399.	\$13,880.	\$14,380.	\$14,899.	\$15,434.	\$15,988.	\$16,565.
S-1	\$11,917.	\$12,344.	\$12,789.	\$13,250.	\$13,727.	\$14,221.	\$14,733.	\$15,263.	\$15,813.

	<u>GRADE</u>	<u>MINIMUM</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>MAXIMUM</u>
SCHEDULE B-2 POLICE 7/1/93	P-3			\$33,390.	\$34,594.	\$35,873.
	P-2		\$26,281.	\$27,824.	\$28,828.	\$29,895.
	P-1			\$26,821.	\$27,824.	\$28,828.
SCHEDULE B2-A Police Superior Officers 7/1/93	P-4	\$40,198.	\$41,648.	\$44,054.	\$44,486.	\$45,821.
* SCHEDULE B-3 FIRE 12/30/90	F-4		\$37,731.	\$38,990.	\$40,239.	\$41,497.
	F-3					\$36,273.
	F-2		\$30,343.	\$31,355.	\$32,360.	\$33,371.
	F-1	\$25,506.	\$26,385.	\$27,266.	\$28,139.	\$29,019.
* SCHEDULE B-4 FIRE ALARM 12/30/90	FA-2	\$30,932.	\$32,012.	\$33,261.	\$34,511.	\$35,775.
	FA-1	\$26,824.	\$27,718.	\$28,783.	\$29,846.	\$30,932.
SCHEDULE B-5 PUBLIC WORKS 7/1/93	W-8	\$12.54	\$13.03	\$13.49	\$14.01	\$14.54
	W-7	\$12.16	\$12.54	\$13.03	\$13.49	\$14.01
	W-6	\$11.67	\$12.16	\$12.54	\$13.03	\$13.49
	W-5	\$11.23	\$11.67	\$12.16	\$12.54	\$13.03
	W-4	\$10.81	\$11.23	\$11.67	\$12.16	\$12.54
	W-3	\$10.42	\$10.81	\$11.23	\$11.67	\$12.16
	W-2	\$10.09	\$10.42	\$10.81	\$11.23	\$11.67
	W-1	\$ 9.75	\$10.09	\$10.42	\$10.81	\$11.23

SCHEDULE B-6
Police Unit B
 7/1/93

<u>GRADE</u>	<u>MINIMUM</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>	<u>STEP 6</u>	<u>STEP 7</u>	<u>STEP 8</u>	<u>MAXIMUM</u>
PE-1	\$24,193.	\$25,065.	\$25,966.	\$26,900.	\$27,869.	\$28,874.	\$29,911.	\$30,988.	\$32,104.

* Collective bargaining unit salaries are listed for informational purposes only.

SCHEDULE M - MANAGEMENT SALARY SCHEDULE

Effective 7/1/93

GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	MAXIMUM
M-5	\$60,361.	\$62,535.	\$64,786.	\$67,119.	\$69,533.	\$72,037.
M-4	\$53,198.	\$55,115.	\$57,099.	\$59,153.	\$61,284.	\$63,490.
M-3	\$46,492.	\$48,165.	\$49,900.	\$51,696.	\$53,558.	\$55,487.
M-2	\$41,924.	\$43,432.	\$44,997.	\$46,614.	\$48,293.	\$50,034.
M-1	\$36,580.	\$37,897.	\$39,262.	\$40,674.	\$42,410.	\$43,656.

SCHEDULE T1 - TOWN HALL ASSOCIATES SALARY SCHEDULE

Effective July 1, 1993

GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	MAXIMUM
T-19	\$41,812.	\$43,318.	\$44,878.	\$46,492.	\$48,165.	\$49,889.	\$51,696.	\$53,557.	\$55,486.
T-18	\$37,703.	\$39,061.	\$40,466.	\$41,924.	\$43,432.	\$44,997.	\$46,615.	\$48,293.	\$50,033.
T-17	\$35,214.	\$36,484.	\$37,797.	\$39,158.	\$40,568.	\$42,026.	\$43,540.	\$45,108.	\$46,731.
T-16	\$32,898.	\$34,081.	\$35,309.	\$36,580.	\$37,896.	\$39,262.	\$40,675.	\$42,140.	\$43,655.
T-15	\$30,468.	\$31,565.	\$32,701.	\$33,877.	\$35,096.	\$36,361.	\$37,668.	\$39,024.	\$40,430.
T-14	\$28,206.	\$29,221.	\$30,274.	\$31,364.	\$32,492.	\$33,661.	\$34,874.	\$36,130.	\$37,431.
T-13	\$26,116.	\$27,055.	\$28,029.	\$29,036.	\$30,083.	\$31,167.	\$32,288.	\$33,451.	\$34,656.
T-12	\$24,193.	\$25,064.	\$25,966.	\$26,901.	\$27,869.	\$28,873.	\$29,911.	\$30,988.	\$32,104.
T-11	\$22,385.	\$23,190.	\$24,025.	\$24,890.	\$25,785.	\$26,713.	\$27,674.	\$28,672.	\$29,704.
T-10	\$21,280.	\$22,043.	\$22,838.	\$23,661.	\$24,513.	\$25,395.	\$26,309.	\$27,256.	\$28,236.
T-9	\$19,746.	\$20,459.	\$21,194.	\$21,957.	\$22,747.	\$23,566.	\$24,416.	\$25,292.	\$26,204.
T-8	\$18,215.	\$18,870.	\$19,551.	\$20,254.	\$20,983.	\$21,737.	\$22,519.	\$23,331.	\$24,170.
T-7	\$16,909.	\$17,519.	\$18,149.	\$18,802.	\$19,481.	\$20,181.	\$20,907.	\$21,660.	\$22,439.
T-6	\$15,946.	\$16,520.	\$17,113.	\$17,729.	\$18,368.	\$19,029.	\$19,714.	\$20,424.	\$21,158.
T-5	\$15,036.	\$15,577.	\$16,138.	\$16,720.	\$17,323.	\$17,946.	\$18,671.	\$19,421.	\$20,195.
T-4	\$14,184.	\$14,697.	\$15,225.	\$15,773.	\$16,342.	\$16,930.	\$17,539.	\$18,172.	\$18,825.
T-3	\$13,392.	\$13,874.	\$14,373.	\$14,890.	\$15,427.	\$15,982.	\$16,557.	\$17,153.	\$17,770.
T-2	\$12,483.	\$12,932.	\$13,399.	\$13,880.	\$14,380.	\$14,899.	\$15,434.	\$15,988.	\$16,565.
T-1	\$11,917.	\$12,344.	\$12,789.	\$13,250.	\$13,727.	\$14,221.	\$14,733.	\$15,263.	\$15,813.

* Collective bargaining unit salaries are listed for informational purposes only.

Fiscal Year 1994**SCHEDULE C**

Rates for Part-time and Seasonal Positions

(rates are hourly unless specifically noted)

Effective January 2, 1994

<u>TITLE</u>	<u>RATE</u>		
#Activity Instructor (per session)		Election Clerk	
Group A	\$5.00	Election Inspector	
Group B	\$7.00	Election Warden	
Group C	\$8.00	Finance Committee Executive Secretary (per annum)	\$12,517.71
Group D	\$10.00	Junior Building Custodian	\$8.67
Group E	\$12.00	Library Assistant 1 (PT)	\$7.12
Group F	\$15.00	Library Assistant 2 (PT)	\$8.03
Group G	\$18.00	Library Page	
Group H	\$21.00	First Year	\$5.11
Group I	\$25.00	Second Year	\$5.42
Group J	\$28.00	#Parking Clerk	\$4,000.00
Animal Inspector (per annum)	\$3,322.61	Parking Enforcement Attendant (PT)	\$7.88
Assistant, Council on Aging	\$9.45	#Plumbing & Gas Inspector Substitute	
Building Inspector Substitute	\$13.50	(per diem)	\$41.00
Building Monitor	\$5.78	(per inspection)	\$12.00
Canvasser	\$5.79	Police Matron	\$12.49
Clerk (PT)	\$9.45	Program Coordinator	\$12.27
Code Enforcement Officer	\$13.50	Recording Secretary	\$11.72
Committee Secretary, Board of Appeals	\$11.72	Recreation Specialist 1	\$5.78
Conservation Officer	\$13.50	Recreation Specialist 2	\$6.57
#Director of Civil Defense	\$3,000.00	Recreation Specialist 3	\$7.10
Director of Emergency Management Services	\$1,500.00	Recreation Specialist 4	\$7.88
		Recreation Specialist 5	\$9.74
		Reference Librarian (PT)	\$11.57
		#Registrar of Voters (per annum)	\$545.00
		Sealer of Weights and Measures (per annum)	\$7,657.77
		Seasonal Packer/Driver	\$8.28
		Student Draftsman and Rodman	

First Year	\$8.80	Town Counsel (per annum)	\$44,400.91
Second Year	\$9.18	Traffic Supervisor	\$12.49
Third Year	\$9.51	#Wiring Inspector Substitute	
Fourth Year	\$9.88	(per diem)	\$41.00
Fifth Year	\$10.21	(per inspection)	\$12.00
Student Intern 1	\$6.12	#Youth Center Worker 1	\$8.75
Student Intern 2	8.16	#Youth Center Worker 2	\$9.38
Student Intern 3	\$10.20	#Youth Center Worker 3	10.00
Student Intern 4	\$12.24	#Youth Center Worker 4	\$10.50
Temporary Janitor	\$5.52	#Youth Center Worker 5	\$11.00
Temporary Laborer			
First Year	\$5.85		
Second Year	\$6.27		
Third Year	\$6.70	# Titles not included in general wage increases.	
Fourth Year	\$7.12	* Rates set by Board of Selectmen	
Fifth Year	\$7.62		

SCHEDULE B1
GENERAL SALARY SCHEDULE
 Effective January 2, 1994

GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	MAXIMUM
S-19	\$42,648.	\$44,184.	\$45,776.	\$47,422.	\$49,128.	\$50,897.	\$52,730.	\$54,628.	\$56,596.
S-18	\$38,457.	\$39,842.	\$42,275.	\$42,762.	\$44,301.	\$45,897.	\$47,547.	\$49,259.	\$51,034.
S-17	\$35,918.	\$37,214.	\$38,553.	\$39,941.	\$41,379.	\$42,867.	\$44,411.	\$46,010.	\$47,666.
S-16	\$33,556.	\$34,763.	\$36,015.	\$37,312.	\$38,654.	\$40,047.	\$41,489.	\$42,983.	\$44,528.
S-15	\$31,077.	\$32,196.	\$33,355.	\$34,555.	\$35,798.	\$37,088.	\$38,421.	\$39,804.	\$41,239.
S-14	\$28,770.	\$29,805.	\$30,879.	\$31,991.	\$33,142.	\$34,334.	\$35,571.	\$36,853.	\$38,180.
S-13	\$26,638.	\$27,596.	\$28,590.	\$29,617.	\$30,685.	\$31,790.	\$32,934.	\$34,120.	\$35,349.
S-12	\$24,677.	\$25,565.	\$26,485.	\$27,439.	\$28,426.	\$29,450.	\$30,509.	\$31,608.	\$32,746.
S-11	\$22,833.	\$23,654.	\$24,506.	\$25,388.	\$26,301.	\$27,247.	\$28,227.	\$29,245.	\$30,298.
S-10	\$21,706.	\$22,484.	\$23,295.	\$24,134.	\$25,003.	\$25,903.	\$26,835.	\$27,801.	\$28,801.
S-9	\$20,141.	\$20,868.	\$21,618.	\$22,396.	\$23,202.	\$24,037.	\$24,904.	\$25,798.	\$26,728.
S-8	\$18,579.	\$19,247.	\$19,942.	\$20,659.	\$21,403.	\$22,172.	\$22,969.	\$23,798.	\$24,653.
S-7	\$17,247.	\$17,869.	\$18,512.	\$19,178.	\$19,871.	\$20,585.	\$21,325.	\$22,093.	\$22,888.
S-6	\$16,265.	\$16,850.	\$17,455.	\$18,084.	\$18,735.	\$19,410.	\$20,108.	\$20,832.	\$21,581.
S-5	\$15,337.	\$15,889.	\$16,461.	\$17,054.	\$17,669.	\$18,305.	\$18,944.	\$19,646.	\$20,354.
S-4	\$14,468.	\$14,991.	\$15,530.	\$16,088.	\$16,669.	\$17,269.	\$17,890.	\$18,535.	\$19,202.
S-3	\$13,660.	\$14,151.	\$14,660.	\$15,188.	\$15,736.	\$16,302.	\$16,888.	\$17,496.	\$18,125.
S-2	\$12,733.	\$13,191.	\$13,667.	\$14,158.	\$14,668.	\$15,197.	\$15,743.	\$16,308.	\$16,896.
S-1	\$12,155.	\$12,591.	\$13,045.	\$13,515.	\$14,002.	\$14,505.	\$15,028.	\$15,568.	\$16,129.

	GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	MAXIMUM
SCHEDULE B-2 POLICE 1/2/94	P-3						\$36,590.
	P-2			\$27,357.	\$34,058.	\$35,286.	\$30,493.
	P-1				\$27,357.	\$28,380.	\$29,405.
	GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	MAXIMUM
SCHEDULE B2-A Police Superior Officers 1/2/94	P-4	\$41,002.	\$42,481.	\$44,935.	\$45,376.	\$46,737.	\$48,139.
SCHEDULE B-3 FIRE 12/30/90	F-4			\$37,731.	\$38,990.	\$40,239.	\$41,497.
	F-3					\$35,174.	\$36,273.
	F-2			\$30,343.	\$31,355.	\$32,360.	\$33,371.
	F-1	\$25,506.	\$26,385.	\$27,266.	\$28,139.	\$29,019.	
SCHEDULE B-4 FIRE ALARM 12/30/90	FA-2	\$30,932.	\$32,012.	\$33,261.	\$34,511.	\$35,775.	
	FA-1	\$26,824.	\$27,718.	\$28,783.	\$29,846.	\$30,932.	

	GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	MAXIMUM
SCHEDULE B-5 PUBLIC WORKS 1/2/94	W-8	\$12.79	\$13.29	\$13.76	\$14.29	\$14.83
	W-7	\$12.40	\$12.79	\$13.29	\$13.76	\$14.29
	W-6	\$11.90	\$12.40	\$12.79	\$13.29	\$13.76
	W-5	\$11.45	\$11.90	\$12.40	\$12.79	\$13.29
	W-4	\$11.03	\$11.45	\$11.90	\$12.40	\$12.79
	W-3	\$10.63	\$11.03	\$11.45	\$11.90	\$12.40
	W-2	\$10.29	\$10.63	\$11.03	\$11.45	\$11.90
	W-1	\$ 9.95	\$10.29	\$10.63	\$11.03	\$11.45

SCHEDULE B-6
Police Unit B
1/2/94

GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	MAXIMUM
PB-1	\$24,677.	\$25,566.	\$26,485.	\$27,438.	\$28,426.	\$29,451.	\$30,509.	\$31,608.	\$32,746.

SCHEDULE M1 - MANAGEMENT SALARY SCHEDULE
Effective 1/2/94

GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	MAXIMUM
M-5	\$61,568.	\$63,786.	\$66,082.	\$68,461.	\$70,924.	\$73,478.
M-4	\$54,262.	\$56,217.	\$58,241.	\$60,336.	\$62,510.	\$64,760.
M-3	\$47,422.	\$49,128.	\$50,898.	\$52,730.	\$54,629.	\$56,597.
M-2	\$42,762.	\$44,301.	\$45,897.	\$47,546.	\$49,259.	\$51,035.
M-1	\$37,312.	\$38,655.	\$40,047.	\$41,487.	\$43,258.	\$44,529.

SCHEDULE T1 - TOWN HALL ASSOCIATES SALARY SCHEDULE
INDEPENDENT TOWN WORKERS ASSOCIATION SCHEDULE
Effective January 2, 1994

GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	MAXIMUM
T-19	\$42,648.	\$44,184.	\$45,776.	\$47,422.	\$49,128.	\$50,897.	\$52,730.	\$54,628.	\$56,596.
T-18	\$38,457.	\$39,842.	\$42,275.	\$42,762.	\$44,301.	\$45,897.	\$47,547.	\$49,259.	\$51,034.
T-17	\$35,918.	\$37,214.	\$38,553.	\$39,941.	\$41,379.	\$42,867.	\$44,411.	\$46,010.	\$47,666.
T-16	\$33,556.	\$34,763.	\$36,015.	\$37,312.	\$38,654.	\$40,047.	\$41,489.	\$42,983.	\$44,528.
T-15	\$31,077.	\$32,196.	\$33,355.	\$34,555.	\$35,798.	\$37,088.	\$38,421.	\$39,804.	\$41,239.
T-14	\$28,770.	\$29,805.	\$30,879.	\$31,991.	\$33,142.	\$34,334.	\$35,571.	\$36,853.	\$38,180.
T-13	\$26,638.	\$27,596.	\$28,590.	\$29,617.	\$30,685.	\$31,790.	\$32,934.	\$34,120.	\$35,349.
T-12	\$24,677.	\$25,565.	\$26,485.	\$27,439.	\$28,426.	\$29,450.	\$30,509.	\$31,608.	\$32,746.
T-11	\$22,833.	\$23,654.	\$24,506.	\$25,388.	\$26,301.	\$27,247.	\$28,227.	\$29,245.	\$30,298.
T-10	\$21,706.	\$22,484.	\$23,295.	\$24,134.	\$25,003.	\$25,903.	\$26,835.	\$27,801.	\$28,801.
T-9	\$20,141.	\$20,868.	\$21,618.	\$22,396.	\$23,202.	\$24,037.	\$24,904.	\$25,798.	\$26,728.
T-8	\$18,579.	\$19,247.	\$19,942.	\$20,659.	\$21,403.	\$22,172.	\$22,969.	\$23,798.	\$24,653.
T-7	\$17,247.	\$17,869.	\$18,512.	\$19,178.	\$19,871.	\$20,585.	\$21,325.	\$22,093.	\$22,888.
T-6	\$16,265.	\$16,850.	\$17,455.	\$18,084.	\$18,735.	\$19,410.	\$20,108.	\$20,832.	\$21,581.
T-5	\$15,337.	\$15,889.	\$16,461.	\$17,054.	\$17,669.	\$18,305.	\$19,044.	\$19,646.	\$20,354.
T-4	\$14,468.	\$14,991.	\$15,530.	\$16,088.	\$16,669.	\$17,269.	\$17,890.	\$18,535.	\$19,202.
T-3	\$13,660.	\$14,151.	\$14,660.	\$15,188.	\$15,736.	\$16,302.	\$16,888.	\$17,496.	\$18,125.
T-2	\$12,733.	\$13,191.	\$13,667.	\$14,158.	\$14,668.	\$15,197.	\$15,743.	\$16,308.	\$16,896.
T-1	\$12,155.	\$12,591.	\$13,045.	\$13,515.	\$14,002.	\$14,505.	\$15,028.	\$15,568.	\$16,129.

Fiscal Year 1994

SCHEDULE C

Rates for Part-time and Seasonal Positions
(rates are hourly unless specifically noted)
Effective January 2, 1994

TITLE	RATE	
#Activity Instructor (per session)		
Group A	\$5.00	Group D
Group B	\$7.00	Group E
Group C	\$8.00	Group F
		Group G
		Group H
		Group I
		Group J
		Animal Inspector (per annum)
		Assistant, Council on Aging
		Building Inspector Substitute
		Building Monitor

\$10.00
\$12.00
\$15.00
\$18.00
\$21.00
\$25.00
\$28.00
\$3,322.61
\$9.45
\$13.50
\$5.78

Canvasser	\$5.79	Seasonal Packer/Driver	\$8.28
Clerk (PT)	\$9.45	Student Draftsman and Rodman	
Code Enforcement Officer	\$13.50	First Year	\$8.80
Committee Secretary, Board of Appeals	\$11.72	Second Year	\$9.18
Conservation Officer	\$13.50	Third Year	\$9.51
#Director of Civil Defense	\$3,000.00	Fourth Year	\$9.88
Director of Emergency Management Services	\$1,500.00	Fifth Year	\$10.21
Election Clerk	*	Student Intern 1	\$6.12
Election Inspector	*	Student Intern 2	8.16
Election Warden	*	Student Intern 3	\$10.20
Finance Committee Executive Secretary (per annum)	\$12,517.71	Student Intern 4	\$12.24
Junior Building Custodian	\$8.67	Temporary Janitor	\$5.52
Library Assistant 1 (PT)	\$7.12	Temporary Laborer	
Library Assistant 2 (PT)	\$8.03	First Year	\$5.85
Library Page		Second Year	\$6.27
First Year	\$5.11	Third Year	\$6.70
Second Year	\$5.42	Fourth Year	\$7.12
#Parking Clerk	\$4,000.00	Fifth Year	7.62
Parking Enforcement Attendant (PT)	\$7.88	Town Counsel (per annum)	\$44,400.91
#Plumbing & Gas Inspector Substitute		Traffic Supervisor	\$12.49
(per diem)	\$41.00	#Wiring Inspector Substitute	
(per inspection)	\$12.00	(per diem)	\$41.00
Police Matron	\$12.49	(per inspection)	\$12.00
Program Coordinator	\$12.27	#Youth Center Worker 1	\$8.75
Recording Secretary	\$11.72	#Youth Center Worker 2	\$9.38
Recreation Specialist 1	\$5.78	#Youth Center Worker 3	10.00
Recreation Specialist 2	\$6.57	#Youth Center Worker 4	\$10.50
Recreation Specialist 3	\$7.10	#Youth Center Worker 5	\$11.00
Recreation Specialist 4	\$7.88		
Recreation Specialist 5	\$9.74		
Reference Librarian (PT)	\$11.57		
#Registrar of Voters (per annum)	\$545.00		
Sealer of Weights and Measures (per annum)	\$7,657.77	# Titles not included in general wage increases.	
		* Rates set by Board of Selectmen	

SCHEDULE B1
GENERAL SALARY SCHEDULE
 Effective March 1, 1994

<u>GRADE</u>	<u>MINIMUM</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>	<u>STEP 6</u>	<u>STEP 7</u>	<u>STEP 8</u>	<u>MAXIMUM</u>
S-19	\$42,648.	\$44,184.	\$45,776.	\$47,422.	\$49,128.	\$50,897.	\$52,730.	\$54,628.	\$56,596.
S-18	\$38,457.	\$39,842.	\$42,275.	\$42,762.	\$44,301.	\$45,897.	\$47,547.	\$49,259.	\$51,034.
S-17	\$35,918.	\$37,214.	\$38,553.	\$39,941.	\$41,379.	\$42,867.	\$44,411.	\$46,010.	\$47,666.
S-16	\$33,556.	\$34,763.	\$36,015.	\$37,312.	\$38,654.	\$40,047.	\$41,489.	\$42,983.	\$44,528.
S-15	\$31,077.	\$32,196.	\$33,355.	\$34,555.	\$35,798.	\$37,088.	\$38,421.	\$39,804.	\$41,239.
S-14	\$28,770.	\$29,805.	\$30,879.	\$31,991.	\$33,142.	\$34,334.	\$35,571.	\$36,853.	\$38,180.
S-13	\$26,638.	\$27,596.	\$28,590.	\$29,617.	\$30,685.	\$31,790.	\$32,934.	\$34,120.	\$35,349.
S-12	\$24,677.	\$25,565.	\$26,485.	\$27,439.	\$28,426.	\$29,450.	\$30,509.	\$31,608.	\$32,746.
S-11	\$23,333.	\$24,154.	\$25,006.	\$25,888.	\$26,801.	\$27,747.	\$28,727.	\$29,745.	\$30,798.
S-10	\$22,206.	\$22,984.	\$23,795.	\$24,634.	\$25,503.	\$26,403.	\$27,335.	\$28,301.	\$29,301.
S-9	\$20,641.	\$21,368.	\$22,118.	\$22,896.	\$23,702.	\$24,537.	\$25,404.	\$26,298.	\$27,228.
S-8	\$19,079.	\$19,747.	\$20,442.	\$21,159.	\$21,903.	\$22,672.	\$23,469.	\$24,298.	\$25,153.
S-7	\$17,747.	\$18,369.	\$19,012.	\$19,678.	\$20,371.	\$21,085.	\$21,825.	\$22,593.	\$23,388.
S-6	\$16,765.	\$17,350.	\$17,955.	\$18,584.	\$19,235.	\$19,910.	\$20,608.	\$21,332.	\$22,081.
S-5	\$15,837.	\$16,389.	\$16,961.	\$17,554.	\$18,169.	\$18,805.	\$19,544.	\$20,146.	\$20,854.
S-4	\$14,468.	\$14,991.	\$15,530.	\$16,088.	\$16,669.	\$17,269.	\$17,890.	\$18,535.	\$19,202.
S-3	\$13,660.	\$14,151.	\$14,660.	\$15,188.	\$15,736.	\$16,302.	\$16,888.	\$17,496.	\$18,125.
S-2	\$12,733.	\$13,191.	\$13,667.	\$14,158.	\$14,668.	\$15,197.	\$15,743.	\$16,308.	\$16,896.
S-1	\$12,155.	\$12,591.	\$13,045.	\$13,515.	\$14,002.	\$14,505.	\$15,028.	\$15,568.	\$16,129.

<u>GRADE</u>	<u>MINIMUM</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>MAXIMUM</u>
--------------	----------------	---------------	---------------	---------------	----------------

SCHEDULE B-2
POLICE
 1/2/94

P-3					
P-2	\$27,357.	\$34,058.	\$35,286.	\$36,590.	
P-1		\$27,357.	\$28,380.	\$29,405.	\$30,493.
			\$27,357.	\$28,380.	\$29,405.

	GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	MAXIMUM
SCHEDULE B2-A							
Police Superior Officers 1/2/94	P-4	\$41,002.	\$42,481.	\$44,935.	\$45,376.	\$46,737.	\$48,139.
SCHEDULE B-3							
FIRE	F-4			\$37,731.	\$38,990.	\$40,239.	\$41,497.
12/30/90	F-3					\$35,174.	\$36,273.
	F-2			\$30,343.	\$31,355.	\$32,360.	\$33,371.
	F-1	\$25,506.	\$26,385.	\$27,266.	\$28,139.	\$29,019.	
SCHEDULE B-4							
FIRE ALARM	FA-2	\$30,932.	\$32,012.	\$33,261.	\$34,511.	\$35,775.	
12/30/90	FA-1	\$26,824.	\$27,718.	\$28,783.	\$29,846.	\$30,932.	
	GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	MAXIMUM	
SCHEDULE B-5							
PUBLIC WORKS	W-8	\$12.79	\$13.29	\$13.76	\$14.29	\$14.83	
1/2/94	W-7	\$12.40	\$12.79	\$13.29	\$13.76	\$14.29	
	W-6	\$11.90	\$12.40	\$12.79	\$13.29	\$13.76	
	W-5	\$11.45	\$11.90	\$12.40	\$12.79	\$13.29	
	W-4	\$11.03	\$11.45	\$11.90	\$12.40	\$12.79	
	W-3	\$10.63	\$11.03	\$11.45	\$11.90	\$12.40	
	W-2	\$10.29	\$10.63	\$11.03	\$11.45	\$11.90	
	W-1	\$ 9.95	\$10.29	\$10.63	\$11.03	\$11.45	

SCHEDULE B-6
Police Unit B
1/2/94

<u>GRADE</u>	<u>MINIMUM</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>	<u>STEP 6</u>	<u>STEP 7</u>	<u>STEP 8</u>	<u>MAXIMUM</u>
PB-1	\$24,677.	\$25,566.	\$26,485.	\$27,438.	\$28,426.	\$29,451.	\$30,509.	\$31,608.	\$32,746.

SCHEDULE M - MANAGEMENT SALARY SCHEDULE
Effective 1/2/94

GRADE	MINIMUM	STEP 2	STEP 3	STEP 4	STEP 5	MAXIMUM
M-5	\$61,568.	\$63,786.	\$66,082.	\$68,461.	\$70,924.	\$73,478.
M-4	\$54,262.	\$56,217.	\$58,241.	\$60,336.	\$62,510.	\$64,760.
M-3	\$47,422.	\$49,128.	\$50,898.	\$52,730.	\$54,629.	\$56,597.
M-2	\$42,762.	\$44,301.	\$45,897.	\$47,546.	\$49,259.	\$51,035.
M-1	\$37,312.	\$38,655.	\$40,047.	\$41,487.	\$43,258.	\$44,529.

SCHEDULE T1 - TOWN HALL ASSOCIATES SALARY SCHEDULE
INDEPENDENT TOWN WORKERS ASSOCIATION SCHEDULE
Effective March 1, 1994

<u>GRADE</u>	<u>MINIMUM</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>	<u>STEP 6</u>	<u>STEP 7</u>	<u>STEP 8</u>	<u>MAXIMUM</u>
T-19	\$42,648.	\$44,184.	\$45,776.	\$47,422.	\$49,128.	\$50,897.	\$52,730.	\$54,628.	\$56,596.
T-18	\$38,457.	\$39,842.	\$42,275.	\$42,762.	\$44,301.	\$45,897.	\$47,547.	\$49,259.	\$51,034.
T-17	\$35,918.	\$37,214.	\$38,553.	\$39,941.	\$41,379.	\$42,867.	\$44,411.	\$46,010.	\$47,666.
T-16	\$33,556.	\$34,763.	\$36,015.	\$37,312.	\$38,654.	\$40,047.	\$41,489.	\$42,983.	\$44,528.
T-15	\$31,077.	\$32,196.	\$33,355.	\$34,555.	\$35,798.	\$37,088.	\$38,421.	\$39,804.	\$41,239.
T-14	\$28,770.	\$29,805.	\$30,879.	\$31,991.	\$33,142.	\$34,334.	\$35,571.	\$36,853.	\$38,180.
T-13	\$26,638.	\$27,596.	\$28,590.	\$29,617.	\$30,685.	\$31,790.	\$32,934.	\$34,120.	\$35,349.
T-12	\$24,677.	\$25,565.	\$26,485.	\$27,439.	\$28,426.	\$29,450.	\$30,509.	\$31,608.	\$32,746.
T-11	\$23,333.	\$24,154.	\$25,006.	\$25,888.	\$26,801.	\$27,747.	\$28,727.	\$29,745.	\$30,798.
T-10	\$22,206.	\$22,984.	\$23,795.	\$24,634.	\$25,503.	\$26,403.	\$27,335.	\$28,301.	\$29,301.
T-9	\$20,641.	\$21,368.	\$22,118.	\$22,896.	\$23,702.	\$24,537.	\$25,404.	\$26,298.	\$27,228.
T-8	\$19,079.	\$19,747.	\$20,442.	\$21,159.	\$21,903.	\$22,672.	\$23,469.	\$24,298.	\$25,153.
T-7	\$17,747.	\$18,369.	\$19,012.	\$19,678.	\$20,371.	\$21,085.	\$21,825.	\$22,593.	\$23,388.

T-6	\$16,765.	\$17,350.	\$17,955.	\$18,584.	\$19,235.	\$19,910.	\$20,608.	\$21,332.	\$22,081.
T-5	\$15,837.	\$16,389.	\$16,961.	\$17,554.	\$18,169.	\$18,805.	\$19,544.	\$20,146.	\$20,854.
T-4	\$14,468.	\$14,991.	\$15,530.	\$16,088.	\$16,669.	\$17,269.	\$17,890.	\$18,535.	\$19,202.
T-3	\$13,660.	\$14,151.	\$14,660.	\$15,188.	\$15,736.	\$16,302.	\$16,888.	\$17,496.	\$18,125.
T-2	\$12,733.	\$13,191.	\$13,667.	\$14,158.	\$14,668.	\$15,197.	\$15,743.	\$16,308.	\$16,896.
T-1	\$12,155.	\$12,591.	\$13,045.	\$13,515.	\$14,002.	\$14,505.	\$15,028.	\$15,568.	\$16,129.

Mr. Charles W. Wyckoff, Chairman, moved to discuss articles 10 and 12 together and vote on them separately. The motion was presented and carried unanimously by voice vote.

Mr. Wyckoff addressed these proposals on behalf of the Personnel Board. He explained that the revised schedules represent a 1% wage increase across the board effective July 1, 1993 and a 2% wage increase across the board effective January 2, 1993 for non-represented employees. This is consistent with the Fiscal Year 1994 wage increases granted to the Police Unions and the Public Works Union by the Town Meeting in November 1992. The schedule includes an additional \$500. for each employee in grades 5 through 11 effective March 1, 1994. in order to bring those salaries closer to the average of the Town's comparable communities.

Mr. H. Phillip Garrity, Jr., Selectman, addressed Article 12 on behalf of the Board of Selectmen and urged of this proposal.

Mrs. Cynthia J. Chaston, Chairman, recommended adoption of these articles on behalf of the Finance Committee.

Unanimous consent was given to allow Mr. Carl Valente, Town Administrator and non-resident, to address Town Meeting. Mr. Valente responded to an inquiry from Susan M. Anderson regarding Article 12.

While he supports the personnel articles, Mr. Patrick J Hyland suggested in future years that the Finance Committee and Personnel Board add a column showing the full year costs of all salary increases.

A motion to move the previous question was offered by Mr. James Hugh Powers. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 11: AMEND CONSOLIDATED PERSONNEL BY-LAW

To see if the Town will vote to amend its Consolidated Personnel By-Law (Article 9 of the General By-Laws of the Town of Needham) as follows:

Inserting at the end of the first paragraph of Section 9.11.11 the following:

"At the request of the Appointing Authority or Department Head, the Personnel Board may approve the granting of an additional step or steps for a non-represented employee who has shown superior performance over the preceding year. Such request of the Appointing Authority or Department Head must be in writing and must include a detailed statement of the employee's performance and accomplishments.";

or take any other action relative thereto.

MOVED: That the Town amend its Consolidated Personnel By-Law (Article 9 of the General By-Laws of the Town of Needham) as follows:

Inserting at the end of the first paragraph of Section 9.11.11 the following:

"At the request of the Appointing Authority or Department Head, the Personnel Board may approve the granting of an additional step or steps for a non-represented employee who has shown superior performance over the preceding year. Such request of the Appointing Authority or Department Head must be in writing and must include a detailed statement of the employee's performance and accomplishments."

The following motion to amend was offered by Mr. Peter E. McElroy:

At the begining of the second line, delete the phrase "of an additional step or steps for" and replace it with the following phrase: "of a one-time bonus payment, equivalent to the first year effect of the next step in the employee's classification, to". And then add after the last sentence, "No employee may be granted such a bonus more frequently than twice in six consecutive years and no more than 10% of eligible employees may be granted bonuses in any one year. Prior to the implementation of this program, the personnel board shall develop a specific definition of "superior performance".

Mr. John McKeon, member, supported this article on behalf of the Personnel Board. He explained that this proposal is meant for employees who are below the maximum step while a bonus could be applied to employees who have reached the maximum step.

Mr. McElroy expressed support of his amendment indicating that the amendment represents sound management practices.

A motion to refer the amendment back to the Personnel Board in case it failed to pass was offered by Mr. Robert Y. Larsen.

After a brief discussion, a motion to move the previous question was offered by Mr. Lee B. Manning.

Mr. McElroy's motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt as to the voice vote. Mr. McElroy's motion to amend was presented again and it carried by a count of hands. The hand count was Yes 135 No 93.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town amend its Consolidated Personnel By-Law (Article 9 of the General By-Laws of the Town of Needham) as follows:

Inserting at the end of the first paragraph of Section 9.11.11 the following:

"At the request of the Appointing Authority or Department Head, the Personnel Board may approve the granting of a one-time bonus payment, equivalent to the first year effect of the next step in that employee's classification, to a non-represented employee who has shown superior performance over the preceding year. Such request of the Appointing Authority or Department Head must be in writing and must include a detailed statement of the employee's performance and accomplishments." No employee may be granted such a bonus more frequently than twice in six consecutive years and no more than 10% of eligible employees may be granted bonuses in any one year. Prior to the implementation of this program, the personnel board shall develop a specific definition of superior performance.

ARTICLE 12: FUND COLLECTIVE BARGAINING AGREEMENT - INDEPENDENT TOWN WORKERS ASSOCIATION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers Association; and to recommend to amend the necessary line items in the 1994 Operating Budget under Article 13 to fund same; or take any other action relative thereto.

MOVED: That the Town approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers Association; and to recommend to amend the necessary line items in the 1994 Operating Budget under Article 13 to fund same.

In response to an inquiry from Mr. Richard W. Gatto, Mr. H. Phillip Garrity, Jr. advised that negotiations have been on the table for the firefighters since the Fall of 1991 and at this time there are substantial differences.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 13: APPROPRIATE THE FY94 OPERATING BUDGET

To see what sums of money the Town will vote to raise and appropriate for the necessary Town charges and expenses; or take any other action relative thereto.

Mrs. Cynthia J. Chaston, Chairman, Finance Committee, presented an overview of the Fiscal Year 1994 budget which totals \$50.9 million. She advised that departmental budgets were level funded this year as requested by the Finance Committee. The School Department has the largest budget with the Department of Public Works having the second largest budget. Mrs. Chaston noted that the Reserve Fund has been reduced this year due to the extraordinary snow expenses.

The following amendments to the Operating Budget was offered by Mrs. Cynthia J. Chaston:

Description	Line No.	Print Request	Amended Request
Bond Interest	019	375,113.	414,613.*

Under Line Item 022, Mrs. Bonnie Jean Tower, member, advised that the MWRA Water Relief Committee received 65% of the letters signed by Needham residents seeking relief from the high water/sewer costs. Mr. John D. Marr, Jr., Selectman and Committee member recognized the work of the Needham Business Association on this project.

Under Line Item 025, Computer Parking, Mr. Leroy J. Nuttle expressed concern that this line item was \$85,000. and not the \$50,000. previously suggested. Mr. John D. Marr, Jr. explained that approximately \$85,000. was collected which provided a net revenue of \$21,500. Mr. Carl Valente noted that the revenue estimate is conservative since it is based on only six months experience.

Description	Line No.	Print Request	Amended Request
Board of Selectmen	101	300,553.	307,164.*
Town Clerk	105	117,746.	125,652.*
Legal	111	44,070.	44,956.*
Personnel Board	114	1,046.	1,067.*

Description	Line No.	Print Request	Amended Request
Assessors	201	179,532.	183,711.
In response to an inquiry from Mr. Gerald R. Brown Under Line Item 203, Assessors Expenses, Mr. Carl Valente explained that this line item has increased substantially because of the increased of supplies for the new in-house computer system which saves the town thousands of dollars.			
Finance Department	205	532,675.	544,687.
Finance Committee	209	12,150.	12,394.
Finance Reserve	211	557,500.	454,977.
Retirement	212	41,607.	42,633.
Education, Salaries	301	16,849,027.	16,870,222.
Education, Instruction	303	816,523.	802,223.

At this time, Mr. Jonathan M. Davis, Chairman, School Safety Study Committee, questioned where the additional \$50,000. for busing was coming from. Mr. Gerald A. Wasserman, Chairman, School Committee, explained that last Thursday it was the consensus of the School Committee to provide for additional mileage, hazardous busing and a fee schedule, but the details have to be worked out and a final vote is still necessary. He explained that the School Committee would like the additional money to come from State reimbursement. Mrs. Sheila C. Pransky, member, questioned how the School Safety Study Committee could confirm that this will happen.

A motion to increase Line Item 305, Transportation, from \$488,047. to \$538,047. and decrease Line item 301, Salaries, from \$16,870,222. to \$16,820,222. was offered by Mr. Daniel P. Matthews.

Mr. Thomas M. Alpert questioned if this motion to amend was out of order since Town Meeting cannot dictate the School budget. In response to this inquiry, the Moderator noted that this motion was basically a legislative directive.

Carol Johnson Boulris urged support of Mr. Matthews' motion. Mr. David Summergrad concurred that this additional busing should be done, but thought the motion should be in the form of a resolution. Again, the Moderator noted that these line items are guidelines in which both Town Meeting and the School Committee can exercise their opinions.

Jennifer Peck Fainberg, member, explained that all the hazardous busing estimates and costs are not yet known. Deborah A. Coyle concurred and urged the Police Department, Department of Public Works, and the School Committee to all work together to determine their costs.

In response to an inquiry from Cynthia L. Conturie, the Moderator explained that mechanically, an additional line item could be added to the School budget for the additional busing costs. However, Town Meeting has not control over how the money is to be spent.

After a brief discussion, a motion to move the previous question was offered by Mr. Robert A. Downs. The motion was presented and carried by voice vote.

Mr. Matthews' motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, but it failed to pass by a count of hands. The hand count was Yes 77 No 106.

Description	Line No.	Print Request	Amended Request
Operations/Maintenance	306	1,140,245.	1,133,350.

Under Line Item 401, Police, Salaries - Regular, a motion to amend was offered by Mrs. Cynthia J. Chaston to change the amount from \$2,113,045. to \$2,118,007. and that \$20,000. be transferred from the Parking Meter Fund. The motion was presented and carried unanimously by voice vote.

Under Line Item 405, Police, Capital Outlay, a motion to amend was offered by Mrs. Cynthia J. Chaston that \$17,620. be transferred from the Stabilization Fund. The motion was presented and carried unanimously by voice vote.

At 11:04 P.M. Mr. William M. Powers moved that the Annual Town Meeting stand adjourned to Monday, May 10, 1993, at 7:30 P.M. at the Needham High School and it was so voted unanimously.

Theodora K. Eaton, CMC/AEE
Town Clerk

(* Unanimous)

ADJOURNED ANNUAL TOWN MEETING

Monday, May 10, 1993

Pursuant to adjournment of the Annual Town Meeting held May 5, 1993, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Needham High School on Monday, May 10, 1993, at 7:30 P.M.

Check lists were used and 263 voters were checked on the list as being present, including 238 Town Meeting Members.

Rev. Paul C. Clayton, President of the Needham Clergy Association and Pastor, Congregational Church of Needham, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Discussion under Article 13 (Operating Budget) commenced with the following amendments offered by Mrs. Cynthia J. Chaston:

Description	Line No.	Print Request	Amended Request
Fire, Salaries	406	2,517,228.	2,520,048.*
Fire, Capital Outlay	410	0.	10,000.*

Under Line Item 410, Chief Robert DiPoli and Finance Committee Chairman, Cynthia J. Chaston, advised Town Meeting that the chief has come up with a less expensive Brush Fire Truck.

In response to an inquiry from Mr. William M. Powers, Mrs. Chaston noted that the Civil Defense budget may be merged with the Police budget next year.

Building, Salaries	417	141,673.	144,797.*
Weights & Measures, Salaries	421	7,434.	7,583.*

Under Line Item 501, Public Works, Salaries, a motion to amend was offered by Mrs. Cynthia J. Chaston that the amount of \$2,596,029. be increased to \$2,611,898.; said sum of \$28,325. to be raised by transfer from the Stabilization Fund. The motion was presented and carried unanimously by voice vote.

In response to an inquiry from Mr. Michael E. Flanagan, Fire Chief Robert DiPoli explained that the firefighters can not help out the Department of Public Works because they already have 3 jobs = EMT, building maintenance and firefighting. With over 2000 calls per year and a 3 to 4 minute response time, it is not feasible to have the firefighters out repairing roads for the Department of Public Works.

Under Line Item 502, Public Works, Purchase of Service a motion was offered by Mrs. Chaston that the amount of \$1,633,711. be decreased to \$1,593,711. In response to an inquiry from Mr. Eugene S. McMorrow, Mr. Carl Valente explained that the increase over last year's Purchase of Service line item includes an increase in the tipping fee at Millbury, increased energy expenses, and the additional cost for the new wood waste grinding contract. Unanimous consent was given to allow Mr. Richard P. Merson, Director of Public Works and non-resident, to address Town Meeting. Mr. Merson explained that because the Town experienced the worst winter in years the Department of Public Works is current working on getting the town's roadways back in condition. Because of this, the street cleaning has been delayed.

In response to an inquiry from Mrs. Doris O. Waldstein, Mr. Merson explained that the sidewalks on William Street are being repaired by the builder to comply with the building code.

The motion to amend under Line Item 502 was presented and carried unanimously by voice vote.

Under Line Item 504, Public Works, Capital Outlay, a motion to amend was offered by Mrs. Cynthia J. Chaston that the amount of \$305,374. be increased to \$345,374.; said sum to be raised by transfer from the Stabilization Fund. The motion was presented and carried unanimously by voice vote.

Description	Line No.	Print Request	Amended Request
Board of Health, Salaries	601	\$196,443.	\$201,114.*

Under Line Item 605, Veterans' Services, Salaries, a motion to amend was offered by Mrs. Chaston to increase the amount of \$40,600. to \$40,945.; and that the sum of \$4,000. be raised by transfer from the Parking Meter Fund. The motion was presented and carried unanimously by voice vote.

Under Line Item 608, Veterans' Services, Expenses - Parking Clerk, a motion to amend was offered by Mrs. Chaston that said sum of \$2,675. be raised by transfer from the Parking Meter Fund. The motion was presented and carried unanimously by voice vote.

Youth Commission, Salaries	609	\$97,447.	\$99,374.*
Council On Aging, Salaries	612	\$136,881.	\$139,671.*
Planning Board, Salaries	701	\$69,960.	\$72,867.*

Under Line Item 702, Planning Board, Purchase of Service, Mr. David W. Kunhardt responded to an inquiry from Mrs. Mary Jane Baker. He explained that this increase will provide a set of design guidelines for the Town's commercial districts in an effort to make the procedure simpler for businesses coming into the town. He further noted that this proposal was endorsed by both the Board of Selectmen and the Planning Board. Mr. H. Phillip Garrity, Jr., Selectman, explained that this proposal is the result of both board's concern with the number of vacancies in town.

In response to an inquiry from Mrs. Elizabeth M. Kloss, Mr Paul Killeen, Chairman of the Planning Board, explained that this proposal is not connected with the proposed by-law revision and that the recodification of the Zoning By Laws would be for clarification purposes and would not include substantive changes.

Description	Line No.	Print Request	Amended Request
Conservation Commission, Salaries	705	\$6,184.	\$6,308.*
Board of Appeals, Salaries	709	\$5,100.	\$5,303.*
Library, Salaries	801	\$524,992.	\$536,545.*
Park & Recreation, Salaries	807	\$246,667.	\$251,861.*

(* Unanimous)

ACTION: The main motion under Article 13 (Operating Budget) with the amendments thereto was then presented and carried unanimously by voice vote.

VOTED: That the Town raise and appropriate for the necessary Town charges and expenses as follows:

TOWNWIDE EXPENSES:

010. Street lighting	\$390,000.
011. Garbage collection	98,000.
012. Insurance, general	562,170.
013. Health insurance	3,980,000.
014. Worker's compensation	450,000.
015. Prop. self insurance	12,000.
016. Unif. serv. self insurance	85,000.
017. Unemployment compensation	30,000.
018. Maturing bonds	867,802.
019. Bond interest	414,613.
020. Contributory retirement	2,892,324.
021. Chapter 32 retirement	210,000.
022. MWRA sewer assessment	3,780,500.
023. MWRA water assessment	110,000.
024. Minuteman Voc. assessment	481,588.
025. Commuter Parking	85,000.

GENERAL GOVERNMENT**BOARD OF SELECTMEN:**

101. Salaries	\$307,164.
102. Purchase of Service	153,708.
103. Expenses	21,250.
104. Capital Outlay	5,000.

TOWN CLERK/BOARD OF REGISTRARS

105. Salaries	124,152.
106. Purchase of service	16,515.
107. Expenses	3,465.
108. Capital Outlay	0.
109. Tellers & Canvassers	5,500.
110. Special Details	1,000.

LEGAL:

111. Salaries	44,956.
112. Special Fees	120,000.
113. Expenses	5,000.

PERSONNEL BOARD:

114. Salaries	1,067.
---------------	--------

FINANCE**ASSESSORS:**

201. Salaries	183,711.
202. Purchase of service	25,000.
203. Expenses	11,500.

204. Capital Outlay**FINANCE DEPARTMENT:**

205. Salaries	544,687.
206. Purchase of Service	398,200.
207. Expenses	77,260.
208. Capital Outlay	850.

FINANCE COMMITTEE:

209. Salaries	12,394.
210. Expenses	350.
211. Reserve Fund	456,477.

CONTRIBUTORY RETIREMENT:

212. Salaries	42,633.
213. Purchase of service	1,200.
214. Expenses	3,400.

EDUCATION:

301. Salaries	16,870,222.
302. Administration	91,500.
303. Instruction	802,223.
304. Other School Services	98,261.
305. Transportation	488,047.
306. Operation/Maintenance	1,133,350.
307. Community Service	66,626.
308. Fixed assets	0.
309. Tuitions	1,094,471.
310. Capital Outlay	50,000.
311. Cafeteria assistance	300.

PUBLIC SAFETY**POLICE:**

401. Salaries - regular	2,118,007.
(raised by transfer of \$20,000. from the Parking Meter Fund and the balance of \$2,098,007. from the current tax levy.)	
402. Salaries - overtime	344,287.
403. Purchase of Service	78,589.
404. Expenses	132,891.
405. Capital Outlay	85,800.
(raised by transfer of \$17,626. from the Stabilization Fund and the balance of \$68,174. from the current tax levy.)	

FIRE:

406. Salaries - regular	2,520,048.
407. Salaries - overtime	445,000.
408. Purchase of service	102,225.
409. Expenses	152,255.
410. Capital Outlay	10,000.
411. Education/Career incentive	33,500.
412. In-service training	97,000.
413. Salaries O/T Alarm Div.	8,000.

CIVIL DEFENSE:

414. Salaries	3,000.
415. Expenses	15,000.
416. Capital Outlay	0.

BUILDING:

417. Salaries	144,797.
418. Purchase of service	880.
419. Expenses	4,325.
420. Capital Outlay	0.

SEALER OF WEIGHTS & MEASURES:

421. Salaries	7,583.
422. Expenses	1,522.
423. Purchase of service	380.

PUBLIC FACILITIES**PUBLIC WORKS:**

501. Salaries	2,611,898.
(Raised by transfer of \$28,325. from the Parking Meter Fund and the balance of \$2,583,573. from the current tax levy.)	
502. Purchase of Service	1,593,711.
503. Expenses	442,155.
504. Capital Outlay	345,374.
(raised by transfer of \$345,374. from the Stabilization Fund.)	
505. Snow & Emergency Salary	60,000.
506. Snow & Emergency Expenses	90,000.

HUMAN SERVICES**BOARD OF HEALTH:**

601. Salaries	201,114.
602. Purchase of service	89,441.
603. Expenses	10,550.
604. Capital Outlay	0.

VETERANS' SERVICES:

605. Salaries	40,945.
(Raised by transfer of \$4,000. from the Parking Meter Fund and the balance of \$36,945. from the current tax levy.)	
606. Expenses	3,300.
607. Benefits	41,000.
608. Expenses - Parking Clerk	2,675.
(raised by transfer of \$2,675. from the Parking Meter Fund.)	

YOUTH COMMISSION:

609. Salaries	99,374.
610. Expenses	4,495.
611. Capital Outlay	0.

COUNCIL ON AGING:

612. Salaries	139,671.
613. Purchase of Service	950.
614. Expenses	3,170.
615. Capital Outlay	1,250.

COMMISSION ON DISABILITIES:

616. Expenses	513.
---------------	------

DEVELOPMENT**PLANNING BOARD:**

701. Salaries	72,867.
702. Purchase of Service	17,960.
703. Expenses	1,947.
704. Capital Outlay	0.

CONSERVATION COMMISSION:

705. Salaries	6,308.
706. Purchase of Service	3,429.
707. Expenses	1,150.
708. Capital Outlay	0.

BOARD OF APPEALS:

709. Salaries	5,303.
710. Expenses	3,250.
711. Capital Outlay	0.

HISTORICAL COMMISSION:

712. Expenses	513.
---------------	------

CULTURAL AND LEISURE SERVICES**LIBRARY:**

801. Salaries	536,545.
802. Purchase of Service	71,500.
803. Books & Periodicals	91,700.
804. Expenses	16,650.
805. Capital Outlay	13,250.

PARK & RECREATION:

807. Salaries	251,861.
808. Purchase of Service	21,347.
809. Expenses	26,778.
810. Capital Outlay	5,200.

MEMORIAL PARK:

811. Expenses	615.
812. Capital Outlay	0.

ARTICLE 14: APPROPRIATE FOR MOSQUITO CONTROL

To see if the Town will vote to appropriate a sum of money to change mosquito control activities in the Town by directing the Norfolk County Mosquito Control Project to increase environmentally preferred but more costly, larvicidal activities, and to decrease adulticidal activities, determine how such sum shall be raised, said sum shall be spent under the direction of the Board of Health; or take any other action relative thereto.

MOVED: That the Town appropriate \$10,000. to change mosquito control activities in the Town by directing the Norfolk County Mosquito Control Project to increase environmentally preferred but more costly, larvicidal activities, and to decrease adulticidal activities, said sum to be raised from the current tax levy and spent under the direction of the Board of Health.

Unanimous consent was given to allow Dr. Frederic Cantor, Director, Board of Health and non-resident, to address this proposal. Dr. Cantor presented a brief review of the activities of the Mosquito Control Advisory Committee and the structure of the Norfolk County Mosquito Control Project. He explained that surrounding towns are increasing larvicidal activities and decreasing adulticidal activities. Dr. Cantor read two letters of support from the Massachusetts Audubon and the Needham Conservation Commission. The Board of Health supports this article.

Mr. William J. Miles, member, advised that the Finance Committee does not support this article. The Finance Committee felt that there were more urgent items on the agenda this year and that there was a need for more assurance of the effectiveness of the program.

Mrs. Rachel Spector, Chairman, Board of Health, advised that there is a hidden menace with mosquitos entitled Eastern Equine Encephalitis and that it is the responsibility of the Board of Health to protect our residents. With that thought in mind, the Board of Health requests support of this proposal.

A motion to amend was offered by Mrs. Rachel Spector to delete the words "current tax levy" and place in their stead the words "Stabilization Fund".

The following motion to amend was offered by Mrs. Cynthia L. Conturie:

"The Norfolk County Mosquito Control Project will inform the public of the date and location of targeted areas, where they plan to aerial spray with larvicide, at least two weeks in advance, in both of Needham's local newspapers and on the bulletin board at Town Hall.

The Norfolk County Mosquito Control Project will refrain

from aerial spraying on windy days and will handle aerial spraying in a responsible and considerate way, so that only targeted, non-residential areas will be affected."

The Moderator explained that this amendment could be passed on as a request, but Town Meeting has no authority over the Norfolk County Mosquito Control Project.

A motion to move the previous question was offered by Mr. James Hugh Powers. The motion was presented and carried by voice vote.

Mrs. Centurie's motion to amend was presented, but it failed to pass by voice vote.

Mrs. Spector's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 203 No 21.

VOTED: That the Town appropriate \$10,000. to change mosquito control activities in the Town by directing the Norfolk County Mosquito Control Project to increase environmentally preferred but more costly, larvicidal activities, and to decrease adulticidal activities, said sum to be raised from the Stabilization Fund and spent under the direction of the Board of Health.

ARTICLE 15: APPROPRIATE FOR DESIGN REVIEW CRITERIA STUDY

To see if the Town will vote to appropriate a sum of money to develop a set of design guidelines for Needham's commercial districts; determine how such sum shall be raised, said sum to be spent under the direction of the Planning Board; or take any other action relative thereto.

A motion was offered by Mr. H. Phillip Garrity, Jr. to postpone the subject matter of Article 15 indefinitely. The motion was presented and carried unanimously by voice vote.

ARTICLE 16: ESTABLISH REVOLVING FUND - LOCAL TRANSPORTATION (MGL CHAPTER 44, SECTION 53 E 1/2)

To see if the Town will vote to establish a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program; to authorize the Board of Selectmen through the Town Administrator to expend money from such fund in an amount not to exceed a certain sum in fiscal year 1994; or take any other action relative thereto.

Summary: A revolving fund established under the provisions of MGL Chapter 44, Section 53E 1/2 must be authorized annually by vote of the Town Meeting. The Town Meeting may authorize the use of one or more revolving funds by one or more municipal agencies, boards, departments or offices which fund shall be accounted for separately from all other monies in the Town. The fund shall be credited only the departmental receipts received in connection with the programs supported by such revolving fund and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E 1/2. No revolving fund expenditures may be made for the purpose of paying wages or salaries for full time employees.

The annual Town Meeting authorization for each

revolving fund shall specify:

- (1) the programs and purposes for which the revolving fund may be expended;
- (2) the departmental receipts which shall be credited to the revolving fund;
- (3) the board, department or officer authorized to expend from such fund; and
- (4) a limit on the amount which may be expended from such fund in the ensuing year.

In any fiscal year the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to MGL Chapter 59, section 23.

Said agency, board, department or office shall report annually to the Town Meeting or Board of Selectmen as provided by Section 53E 1/2.

At the close of a fiscal year in which a revolving fund is not reauthorized for the following year or in which the Town changes the purpose for which money may be spent the following year, the balance shall revert to surplus revenue unless the Annual Town Meeting votes to transfer such balance to another revolving fund.

MOVED: That the Town vote to establish a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program, and authorize the Board of Selectmen through the Town Administrator to expend money from such fund in an amount not to exceed \$22,100. in fiscal year 1994.

A motion to amend was offered by Mr. John D. Marr, Jr. to add the following to the end of the motion: The purpose of the fund, the estimated receipts and expenditures are as follows:

Purpose: Under the direction of the Board of Selectmen, the Town Administrator is authorized to expend funds from the local Transportation Revolving Account to pay for the direct services and administrative expenses related to the Town's local transportation program.

Estimated Receipts:

Gifts/donations	\$7,200.
Fares	\$1,900.
MBTA Grant	<u>\$13,000.</u>
Total	\$22,100.

Estimated Expenditures:

Dial-A-Ride Contractor	\$4,800.
Shopper's Service Bus	\$5,200.
Cab Service (Steven Palmer)	\$2,400.
Part-time Salaries	\$9,280.
Expenses	<u>\$420.</u>
Total	\$22,100.

Mr. John D. Marr, Jr., Selectman, addressed this proposal on behalf of the Board of Selectmen.

Mr. Michael Fee, Vice Chairman, Finance Committee, noted that the Finance Committee voted to support this revolving fund. The revenues are dedicated for a clearly defined service and the Council On Aging have done an excellent job and deserve this discretion.

After a brief discussion, Mr. Marr's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to establish a revolving fund account pursuant to the provisions of Chapter 44, Section 53E 1/2 of the General Laws for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program, and authorize the Board of Selectmen through the Town Administrator to expend money from such fund in an amount not to exceed \$22,100. in fiscal year 1994. The purpose of the fund, the estimated receipts and expenditures are as follows:

Purpose: Under the direction of the Board of Selectmen, the Town Administrator is authorized to expend funds from the local Transportation Revolving Account to pay for the direct services and administrative expenses related to the Town's local transportation program.

Estimated Receipts:

Gifts/donations	\$7,200.
Fares	\$1,900.
MBTA Grant	<u>\$13,000.</u>
Total	\$22,100.

Estimated Expenditures:

Dial-A-Ride Contractor	\$4,800.
Shopper's Service Bus	\$5,200.
Cab Service (Steven Palmer)	\$2,400.
Part-time Salaries	\$9,280.
Expenses	<u>\$420.</u>
Total	\$22,100.

ARTICLE 17: ACCEPT SECTION 4 OF CHAPTER 73 OF THE ACTS OF 1986 - INCREASE PROPERTY TAX EXEMPTION

To see if the Town will vote to accept, for fiscal 1994, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions; and to approve an increase in the amount of 6% for each eligible exemption; or take any other action relative thereto.

SUMMARY: Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws:

Clauses 17, 17C, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42, or 43.

The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value. Town Meeting approval of the additional exemption, as well as application for the exemption by the taxpayer, must be made annually.

MOVED: That the Town accept, for fiscal 1994, the provisions of

Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions; and approve an increase in the amount of 6% for each eligible exemption.

Mr. David F. Eldridge, Jr., Selectman, addressed this proposal on behalf of the Board of Selectmen.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 18 unanimously adopted on May 3, 1993

ARTICLE 19: APPROPRIATE FOR TOWNWIDE DATA PROCESSING SYSTEM

To see if the Town will vote to raise and appropriate \$400,000 for the purchase of a Townwide data processing system; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town appropriate \$400,000. for the purchase of a Townwide data processing system to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$400,000. for a period up to 10 years under G.L.c. 44, §27(28).

Mr. John D. Marr, Jr. moved that the subject matter of Articles 19, 20, and 21 be discussed together and voted on separately. The motion was presented and carried unanimously by voice vote.

Mr. Carl Valente presented the Townwide Multi Year M.I.S. Master Plan. Mr. Valente explained that \$75,000. was appropriated to conduct a townwide data processing needs assessment which was conducted by Sage Consulting Group, Inc. He noted that the present equipment is fast becoming outdated, maintenance costs are currently running \$70,000. annually, and there is a need for interdepartmental data access and connectivity. The new system will also address the need for hardware flexibility, improved customer service, and automation of certain manual systems. The needs assessment includes three areas - Public Safety (Police, Fire, E.M.S.), General Government, and Schools.

Mr. Matthew J. Appelstein, member, recommended adoption of Articles 19, 20, and 21 on behalf of the Finance Committee.

Mr. Carl Valente advised Mr. Ethan F. Fener that a good portion of the estimated costs include training. In response to Mrs. Susan M. Anderson's inquiry regarding elimination of staff, Mr. Valente advised that the new system will cut overtime particularly during peak periods.

Mr. David L. Gillmeister expressed concern with the costs to purchase a student records data processing system under Article 21.

After a brief discussion, a motion to move the previous questions was offered by Mr. John F. Milligan. The motion was presented and carried by voice vote.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 175 No 4.

ARTICLE 20: APPROPRIATE FOR PUBLIC SAFETY DISPATCH/RECORDING SYSTEM

To see if the Town will vote to raise and appropriate \$200,000 for the purchase of a public safety data processing system; said

sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town appropriate \$200,000 for the purchase of a public safety data processing system to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$200,000. for a period up to 10 years under G.L. c. 44, S 7(28).

In response to an inquiry from Mr. William M. Powers, Mr. Valente noted that the Town had a ten year lease on data processing equipment and at the end of ten years the Town owned the equipment.

After a brief discussion, a motion to move the previous question was offered by Mr. Jason L. Levy. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 21: APPROPRIATE FOR SCHOOL DEPARTMENT STUDENT RECORDS DATA PROCESSING SYSTEM

To see if the Town will vote to raise and appropriate \$130,000 for the purchase of a School Department student records data processing system; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town appropriate \$130,000 for the purchase of a School Department student records data processing system to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$130,000. for a period up to 10 years under G.L. c. 44, S 7(28).

Mr. Donald Brock, Head of the Math Department, explained that the School Department student records data processing system will provide a tremendous amount of automated recordkeeping including scheduling, building, transcripts, grades, nurse modules, guidance modules plus security.

Mrs. Carol A. Tracy urged support of this proposal and the need to update outdated equipment.

A motion to move the previous question was offered by Mr. Thomas M. Alpert. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried unanimously by voice vote.

At 11:05 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Wednesday, May 12, 1993, at 7:30 P.M. at the Needham High School and it was so voted unanimously.

Theodora K. Eaton, CMC/AEE
Town Clerk

ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 12, 1993

Pursuant to adjournment of the Annual Town Meeting held May 10, 1993, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Needham High School on Wednesday, May 12, 1993, at 7:30 P.M.

Check lists were used and 248 voters were checked on the list as being present, including 229 Town Meeting Members.

At the designation of Rev. Paul C. Clayton, President of the Needham Clergy Association, Rev. Gordon C. Swan, Pastor, First Baptist Church, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 22: APPROPRIATE FOR SEWER SYSTEM REHABILITATION

To see if the Town will vote to raise and appropriate \$250,000. to rehabilitate certain portions of the sanitary sewer system; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town appropriate \$250,000. to rehabilitate certain portions of the sanitary sewer system to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$250,000. for a period up to 30 years under G.L. c. 44, S 7(1).

Mr. David F. Eldridge, Jr., Selectmen, addressed this proposal to continue the rehabilitation of portions of the sanitary sewer system on behalf of the Board of Selectmen.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 23: APPROPRIATE FOR SOLID WASTE TRANSFER TRAILERS REPLACEMENT

To see if the Town will vote to raise and appropriate \$75,000 to replace Solid Waste Transfer Trailers; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town appropriate \$75,000 to replace Solid Waste Transfer Trailers; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$75,000. for a period up to 5 years under G.L. c. 44, S 7(9), or for such maximum term, not exceeding 15 years, as may be approved by the emergency Finance Board.

A motion to amend was offered by Mrs. Mary Jane Baker to add: "funding not to be raised or used from the receipts received from the resident sticker fee."

A motion to amend was offered by Mrs. Sally B. Davis to change the amount of "\$75,000." to "\$35,000."

Mrs. Sally B. Davis, Selectman, addressed this proposal. She explained that the three transfer trailers have been in service for over four years and due to the heavy wear and tear on them, the trailers are experiencing more repairs and more down-time. The plan is to replace one trailer in Fiscal Year 1994 and the other two trailers in Fiscal Year 1995.

A motion to discuss Articles 23 and 27 together and vote on them separately was offered by Mrs. Mary Jane Baker. The motion was presented and carried unanimously by voice vote.

Mr. Richard P. Merson, Director, Public Works Department, indicated that revenue from the sale of dump stickers totaled \$195,000 which included over 10,825 resident stickers and 200

commercial stickers. Mrs. Davis noted that the rates have not yet been set for next year. However, the \$5. increase on \$75,000. is now down to \$2. The Board of Selectmen are considering a basic landfill fee of \$35.

Mr. David S. Tobin, Town Counsel, advised that the Board of Selectmen establish the rates under state statute and thus the amendment is not appropriate and not consistent with state law. At this time, Mrs. Baker withdrew her motion to amend.

Under Article 27, Mr. John F. Connell expressed concern with the increasing costs. Those on fixed incomes, senior citizens, and even those who are working cannot afford these rising costs. Mr. Connell suggested analyzing this spending.

Mrs. Davis noted that the landfill fees pay for approximately 50% of the cost of operating the landfill and that the cost to transport is very expensive. Many of these expenses are beyond the control of the Board of Selectmen.

Mr. Philip M. Wiggin, Chairman, addressed this proposal on behalf of the Solid Waste Disposal/Recycling Advisory Committee. Mr. Wiggin noted that the Committee keeps abreast of changes in the statutes. He urged favorable passage of Article 27.

Mr. Richard P. Merson, Director, Department of Public Works, addressed the proposed recycling expansion under Article 27. In order to achieve these recycling goals, Mr. Merson noted that certain changes need to take place. This would involve a new traffic flow pattern offering greater ease of access to and an expansion of the various items to recycle.

After a brief discussion, a motion to move the previous question was offered by Mr. Lee B. Manning. The motion was presented and carried by voice vote.

Mrs. Davis' motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 208 No 8.

VOTED: That the Town appropriate \$35,000. to replace Solid Waste Transfer Trailers; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$75,000. for a period up to 5 years under G.L. c. 44, S 7(9), or for such maximum term, not exceeding 15 years, as may be approved by the emergency Finance Board.

ARTICLE 24: APPROPRIATE FOR SEWER PUMP STATION AUXILIARY POWER

To see if the Town will vote to raise and appropriate \$40,000. for the installation of standby emergency power at the West Street Sewer Pumping Station; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town appropriate \$40,000. for the installation of standby emergency power at the West Street Sewer Pumping Station to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$40,000. for a period up to 5 years under G.L. c. 44, S 7(9), or for such maximum term, not exceeding 15 years, as may be approved by the Emergency finance Board.

Mr. John D. Marr, Jr., Chairman, presented this proposal on behalf of the Board of Selectmen. He explained that this

article represents the installation of an auxiliary engine to supply power to the three sewage pumps at the West Street Sewer Pump Station.

ACTION: The main motion was presented and carried unanimously by voice vote.

Articles 25 AND 26 were unanimously adopted on May 3, 1993

ARTICLE 27: APPROPRIATE FOR RECYCLING EXPANSION

To see if the Town will vote to raise and appropriate \$318,000 for recycling expansion at the Town Landfill; said sum to be raised by borrowing; to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town appropriate \$318,000 for recycling expansion at the Town Landfill to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$318,000. for a period up to 20 years under G. L. c. 44, S 8(22).

Unanimous consent was given to allow Mr. Roger Stolte, Highway Superintendent and non-resident, to address Town Meeting. Mr. Stolte explained that the site plan for the recycling expansion will provide a safer facility and encourage more participation.

In response to an inquiry from Mr. Ethan F. Fener regarding expansion of hours of operation, Mr. Stolte explained that the proposed expansion will allow residents to enter and exit more easily and quickly.

After a brief discussion, a motion to move the previous question was offered by Mr. Robert A. Downs. The motion was presented and carried by voice vote.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 176 No 42.

ARTICLE 28: APPROPRIATE FOR FIRE DEPARTMENT BRUSH TRUCK

To see if the Town will vote to raise and appropriate \$25,000 to purchase a Fire Department Brush Truck; determine how such sum shall be raised; said sum to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town appropriate \$25,000. to purchase a Fire Department Brush Truck to be spent under the direction of the Board of Selectmen; said sum to be raised from the current tax levy.

Deputy Fire Chief Ernest A. Steeves addressed this proposal. He explained that the Fire Department Brush Truck needs to be replaced. The current truck is eight years old, out of warranty, and has accumulated over 40,000 miles.

In response to an inquiry from Mr. John J. Frankenthaler, Mr. Steeves explained that the Brush Truck is used to transport back and forth to working fires.

After a brief discussion, a motion to move the previous question was offered by Mr. Charles W. Wyckoff. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 29: APPROPRIATE FOR A FIRE DEPARTMENT COMMAND VEHICLE

To see if the Town will vote to raise and appropriate \$30,000 to purchase a Fire Department Command Vehicle; determine how such sum shall be raised; said sum to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town appropriate \$30,000. to purchase a Fire Department Command Vehicle to be spent under the direction of the Board of Selectmen; said sum to be raised from the Stabilization Fund.

A motion to postpone the subject matter of this article indefinitely was offered by Mr. John D. Marr, Jr. The motion was presented and carried unanimously by voice vote.

ARTICLE 30: APPROPRIATE FOR A DPW AIR CONDITIONING UNIT REPLACEMENT

To see if the Town will vote to raise and appropriate \$20,000 to replace one air conditioning unit at the Public Works building; determine how such sum shall be raised; said sum to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town appropriate \$20,000. to replace one air conditioning unit at the Public Works building to be spent under the direction of the Board of Selectmen; said sum to be raised from the Stabilization Fund.

A motion to postpone indefinitely the subject matter of this article was offered by Mr. John D. Marr, Jr. The motion was presented and carried unanimously by voice vote.

ARTICLE 31: APPROPRIATE FOR TRAFFIC SIGNAL REPLACEMENT

To see if the Town will vote to raise and appropriate \$40,000 to replace traffic signal control equipment; determine how such sum shall be raised; said sum to be spent under the direction of the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town appropriate \$40,000. to replace traffic signal control equipment to be spent under the direction of the Board of Selectmen; payment for such equipment to be made as follows: \$20,000. from the unexpended balance under Article 18 of the 1984 Annual Town Meeting; \$10,000. from the unexpended balance under Article 59 of the 1988 Annual Town Meeting; and \$10,000. to be raised from the current tax levy.

Mr. John D. Marr, Jr., Chairman, presented this proposal on behalf of the Board of Selectmen. He explained that this proposal only replaces the electronic equipment. A total new installation would cost over \$100,000.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 32 was unanimously adopted on May 3, 1993.

ARTICLE 33: APPROPRIATE FOR GLOVER MEMORIAL HOSPITAL EQUIPMENT

To see if the Town will vote to raise and appropriate

\$405,000 for the purchase of equipment at the Glover Memorial Hospital; said sum to be raised by borrowing; to be spent under the direction of the Trustees of Glover Memorial Hospital; or take any other action relative thereto.

MOVED: That the Town appropriate \$405,000. for the purchase of equipment at the Glover Memorial Hospital to be spent under the direction of the Trustees of the Glover Memorial Hospital; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$405,000. for up to 5 years under G. L. c. 44, § 7(9), or for such maximum term not exceeding 15 years, as may be approved by the Emergency Finance Board.

A motion to discuss Articles 33 and 34 together and vote on them separately was offered by Mr. John H. Cogswell. The motion was presented and carried unanimously by voice vote.

Mr. John H. Cogswell, Trustee of Glover Memorial Hospital, explained that the four Glover Memorial Hospital articles represents a necessary improvement and/or change that must be made in order to remain a technologically current acute care facility and to effectively respond to the competitive challenges of an evolving health care environment. He noted that Glover Memorial Hospital used to be another department in town and part of the annual budget. Then the town adopted the Enterprise legislation which was accepted at the 1988 Annual Town Meeting. Under this legislation, Glover Memorial Hospital must provide the Board of Selectmen with an annual report. Mr. Cogswell explained that the Trustees began investigating a possible affiliation with a major hospital and found that the Deaconess met the needs best and is most interested in and capable of working on guidelines for a possible long term affiliation. Article 33 provides for equipment acquisitions to continue to replace outdated beds and other items necessary for quality patient care, improve diagnostic and surgical capabilities, establish an integrated management information system between the hospital and physician offices and address needed safety improvement. Article 34 provides for renovations to continue the phase-in of mandated and necessary upgrades of the HVAC system, elevators and electrical service, replacement of the hospital's oil tank, as well as significant renovations to the dietary department and Laboratory.

Mr. Michael Fee, member, reviewed these proposals on behalf of the Finance Committee. He advised that Glover Memorial Hospital generates its own revenue and provides a unique service. The Finance Committee recommends adoption of these articles.

Mrs. Mary Ellen Hale commends the efforts of the Trustees of Glover Memorial Hospital to seek an affiliation. However, she questioned spending this money only a couple of months before the affiliation becomes final. She urged Town Meeting to vote "no" at this time.

In response to Mrs. Hale, Mr. H. Phillip Garrity, Jr., Selectmen, explained that Needham is in the hospital business and that the Board of Selectmen are working very closely with the Trustees to make sure Glover remains desirable to many hospitals and health care providers. It cannot be allowed to disintegrate and now is the time to support this institution.

A motion to move the previous question was offered by Mr. Lee B. Manning. The motion was presented and carried by voice vote.

ACTION: The main motion was presented and carried by a count of hands. The hand count was Yes 193 Nol 18.

ARTICLE 34: APPROPRIATE FOR HOSPITAL RENOVATIONS

To see if the Town will vote to raise and appropriate \$420,000 for the remodeling, reconstructing or making extraordinary

repairs to the Glover Memorial Hospital; said sum to be raised by borrowing; to be spent under the direction of the Trustees of the Glover Memorial Hospital; or take any other action relative thereto.

MOVED: That the Town appropriate \$420,000. for the remodeling, reconstructing or making extraordinary repairs to the Glover Memorial Hospital to be spent under the direction of the Trustees of the Glover Memorial Hospital; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$420,000. for up to 20 years under G.L. c. 44, S 7(3A).

In response to an inquiry from Mr. Michael E. Flanagan, Mr. John H. Cogswell explained that Glover Memorial Hospital is non-profit and is here to serve Needham and the surrounding area. Glover is providing a service and covering its costs.

After a brief discussion, a motion to move the previous question was offered by Mr. Jason L. Levy. The motion was presented and carried by voice vote.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was presented again and carried by a count of hands. The hand count was Yes 210 No 17.

ARTICLE 35: AMEND GENERAL BY-LAWS SECTIONS 5.1 AND 5.4 (GLOVER MEMORIAL HOSPITAL)

To see if the Town will vote to amend the General By-Laws Article 5 Glover Memorial Hospital as follows:

By amending the last sentence of Section 5.1 Trustees to read as follows:

"No employee of the Hospital shall be a member of the Board.";

and by amending the last sentence of Section 5.4 Powers of Trustees to read as follows:

"The Board shall appoint the officers and employees of the Hospital, shall determine their duties, responsibilities and compensation and may, in their discretion, remove any one of them.";

or take any other action relative thereto.

MOVED: That the Town amend the General By-Laws Article 5 Glover Memorial Hospital as follows:

By amending the last sentence of Section 5.1 Trustees to read as follows:

"No employee of the Hospital shall be a member of the Board.";

and by amending the last sentence of Section 5.4 Powers of Trustees to read as follows:

"The Board shall appoint the officers and employees of the Hospital, shall determine their duties, responsibilities and compensation and may, in their discretion, remove any one of them."

Mr. John H. Cogswell, Trustee, explained that this article amends the Town's General By-Laws to allow for the appointment of a member of the Medical Staff to serve on the Glover Board of Trustees.

In response to an inquiry from Mr. James Hugh Powers

regarding the impact of the Conflict of Interest law, Mr. David S. Tobin, Town Counsel, advised it would be considered on a case to case basis.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 36: AN ACT FURTHER REGULATING THE TERMS OF A SPECIAL ACCOUNT FOR THE GLOVER MEMORIAL HOSPITAL OF THE TOWN OF NEEDHAM

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court, in compliance with clause (1), Section 8 of Article LXXXIX of the Amendments to the Constitution, for the enactment of a special law in the form of the proposed act printed below as part of this Article and entitled "AN ACT FURTHER REGULATING THE TERMS OF A SPECIAL ACCOUNT FOR THE GLOVER MEMORIAL HOSPITAL OF THE TOWN OF NEEDHAM" or in such form as the General Court may deem appropriate, as a law relating to the Town of Needham; or take any other action relative thereto.

Be it enacted by the Senate and House of Representatives in the General Court assembled and by the authority of same, as follows:

SECTION 1. Chapter five hundred and one of the acts of nineteen hundred and eighty nine is hereby repealed.

SECTION 2. Chapter thirty-four of the acts of nineteen hundred and eighty-eight is hereby amended by striking out section four and inserting in place thereof the following Section:

SECTION 4. Expenditures from the special account may be made, within the items contained in the current approved budget, without appropriation, by the director or other official of the hospital authorized by the trustees. Such expenditures shall be made solely for the operation, maintenance and support of the hospital and for the provision of capital equipment and plant for the hospital, subject, however, to any limitations imposed upon the expenditure of funds appropriated by the Town or received as grants. In addition, upon approval by a two-thirds vote of the trustees, expenditures from such account may be (i) loaned with proper surety and security as may be determined by the Town Counsel and Director of Finance, for purposes of assisting in physician recruitment; or (ii) transferred to Glover Medical Staff Development, Inc., a non-profit corporation, for purposes of being loaned by said corporation, with proper surety and security as may be determined by the Town Counsel and Director of Finance, for purposes of assisting in recruitment of physicians on the hospital's medical staff. The trustees shall file monthly with the Director of Finance, the Board and the Finance Committee of the Town statements of expenditures made and of receipts from operations for the month and fiscal year to date for the operation, maintenance and support of the hospital, for capital expenditures, and for loans, or transfers to Glover Medical Staff Development, Inc., for purposes of assisting in physician recruitment. Said reports shall show budget expenditures and receipts for the month and fiscal year to date. Annually, within one hundred and twenty days after the close of the fiscal year, the trustees shall file with the Director of Finance, the Board and the Finance Committee of the Town and with the Bureau a report showing all expenditures made during such fiscal year for the operation, maintenance and support of any capital purchases for the hospital, and for loans, or transfers to Glover Medical Staff Development, Inc., for purposes of assisting in physician recruitment from special account, all

receipts from operations of the hospital and all other amounts deposited in the special account.

SECTION 3. This act shall be subject to amendment or repeal only by laws enacted by the general court in conformity with the provisions of section eight of Article LXXXIX of Articles of Amendment to the Constitution, and shall not be subject to the provisions of chapter forty-three B of the General laws.

SECTION 4. This act shall take effect upon its acceptance by the Town of Needham.

MOVED: That the Town authorize the Board of Selectmen to petition the General Court, in compliance with clause (1), Section 8 of Article LXXXIX of the Amendments to the Constitution, for the enactment of a special law in the form of the proposed act printed below as part of this Article and entitled "AN ACT FURTHER REGULATING THE TERMS OF A SPECIAL ACCOUNT FOR THE GLOVER MEMORIAL HOSPITAL OF THE TOWN OF NEEDHAM" or in such form as the General Court may deem appropriate, as a law relating to the Town of Needham; or take any other action relative thereto.

Be it enacted by the Senate and House of Representatives in the General Court assembled and by the authority of same, as follows:

SECTION 1. Chapter five hundred and one of the acts of nineteen hundred and eighty nine is hereby repealed.

SECTION 2. Chapter thirty-four of the acts of nineteen hundred and eighty-eight is hereby amended by striking out section four and inserting in place thereof the following Section:

SECTION 4. Expenditures from the special account may be made, within the items contained in the current approved budget, without appropriation, by the director or other official of the hospital authorized by the trustees. Such expenditures shall be made solely for the operation, maintenance and support of the hospital and for the provision of capital equipment and plant for the hospital, subject, however, to any limitations imposed upon the expenditure of funds appropriated by the Town or received as grants. In addition, upon approval by a two-thirds vote of the trustees, expenditures from such account may be (i) loaned with proper surety and security as may be determined by the Town Counsel and Director of Finance, for purposes of assisting in physician recruitment; or (ii) transferred to Glover Medical Staff Development, Inc., a non-profit corporation, for purposes of being loaned by said corporation, with proper surety and security as may be determined by the Town Counsel and Director of Finance, for purposes of assisting in recruitment of physicians on the hospital's medical staff. The trustees shall file monthly with the Director of Finance, the Board and the Finance Committee of the Town statements of expenditures made and of receipts from operations for the month and fiscal year to date for the operation, maintenance and support of the hospital, for capital expenditures, and for loans, or transfers to Glover Medical Staff Development, Inc., for purposes of assisting in physician recruitment. Said reports shall show budget expenditures and receipts for the month and fiscal year to date. Annually, within one hundred and twenty days after the close of the fiscal year, the trustees shall file with the Director of Finance, the Board and the Finance Committee of the Town and with the Bureau a report showing all expenditures made during such fiscal year for the operation, maintenance and support of any capital purchases for the hospital, and for loans, or transfers to Glover Medical Staff

Development, Inc., for purposes of assisting in physician recruitment from special account, all receipts from operations of the hospital and all other amounts deposited in the special account.

SECTION 3. This act shall be subject to amendment or repeal only by laws enacted by the general court in conformity with the provisions of section eight of Article LXXXIX of Articles of Amendment to the Constitution, and shall not be subject to the provisions of chapter forty-three B of the General laws.

SECTION 4. This act shall take effect upon its acceptance by the Town of Needham.

Mr. John H. Cogswell noted that this article simply asks the Legislature to pass an amendment which would allow Glover Memorial Hospital to make loan guarantees to new physicians. Once this amendment is passed, it then comes back to Town Meeting for approval.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 37: AMEND GENERAL BY-LAWS SECTION 1.8, 2.1, AND 7.2 (BUILDING COMMITTEES AND CONSTRUCTION)

To see if the Town will vote to amend the General By-Laws regarding building committees and the construction, reconstruction, alteration and enlargement of Town-owned buildings as follows:

A. By amending Section 1.8, Motions Relating to Town Building Committees, by deleting subsections 1.8.1, 1.8.2, and 1.8.3 entirely and inserting the following:

"Any motion presented to the Town Meeting which provides for the establishment of any committee to study or undertake the construction, reconstruction, alteration or enlargement of a Town-owned building or structure shall be submitted to the Moderator for his review before being offered on the floor of the Town Meeting."

B. By amending Article 2 Town Administration and Organization under Section 2.1 General by inserting new subsection 2.1.4 as follows:

"2.1.4 Construction, Reconstruction, Alteration or Enlargement of Town-owned Buildings

2.1.4.1 Every Town contract for the construction, reconstruction, alteration or enlargement of a Town-owned building, involving an expenditure of one hundred thousand dollars or more, shall provide, among other appropriate terms, that no person shall be appointed "clerk-of-the-works", "resident engineer" or "resident inspector" of such projects unless at the time thereof he or she shall be registered by the Commonwealth as an architect or professional engineer under the provisions of General Laws, Chapter 112, or shall have a professional degree in a field providing equivalent experience and shall have at least five years experience in the construction and supervision of construction of buildings. The Town board, committee, commission or department letting such contract shall require candidates for appointment as

"clerk-of-the-works", "residential engineer" or "resident inspector" of the project to provide the board, committee, commission or department aforesaid with satisfactory evidence of their professional qualifications and experience.

- 2.1.4.2 Before the solicitation of bids for the construction, reconstruction, alteration or enlargement of a Town-owned building, the Town board, committee, commission, or department charged with such construction, reconstruction, alteration or enlargement shall submit the plans therefor to the Town Inspection Department for review and for such recommended changes as may be necessary to bring such plans into conformity with applicable state and municipal building codes."

C. By amending Subsection 2.7.2 Building Committees by inserting a new paragraph 2.7.2.1 as follows:

- "2.7.2.1 Any committee established to study or to undertake the construction, reconstruction, alteration or enlargement of a Town-owned building or structure, whether established by Town Meeting or the Awarding Authority, shall provide that the membership of the committee shall include, among others, the following: (a) a registered professional engineer pursuant to M.G.L. Chapter 112 or if not registered, a person who shall have had at least five years of experience in the supervision of construction and the keeping of accurate records and accounts thereof; (b) an accountant; (c) an attorney-at-law; (d) a person with prior experience as a member of a building committee; and (e) the Town's ADA Coordinator, designated pursuant to ADA Regulation 35.107, or his/her designee. If an appointing authority required to make an appointment specified in clauses (a), (b), (c) or (d) shall report to the Town Clerk that no qualified and willing candidates are available for such appointment, said authority may, instead, appoint a person experienced as an executive in a financial, business or construction organization."; and

D. By renumbering former paragraphs 2.7.2.1 and 2.7.2.2 as 2.7.2.2 and 2.7.2.3 respectively;

or take any action relative thereto.

MOVED: That the Town will vote to amend the General By-Laws regarding building committees and the construction, reconstruction, alteration and enlargement of Town-owned buildings as follows:

A. By amending Section 1.8, Motions Relating to Town Building Committees, by deleting subsections 1.8.1, 1.8.2, and 1.8.3 entirely and inserting the following:

"Any motion presented to the Town Meeting which

provides for the establishment of any committee to study or undertake the construction, reconstruction, alteration or enlargement of a Town-owned building or structure shall be submitted to the Moderator for his review before being offered on the floor of the Town Meeting."

B. By amending Article 2 Town Administration and Organization under Section 2.1 General by inserting new subsection 2.1.4 as follows:

"2.1.4 Construction, Reconstruction, Alteration or Enlargement of Town-owned Buildings

- 2.1.4.1 Every Town contract for the construction, reconstruction, alteration or enlargement of a Town-owned building, involving an expenditure of one hundred thousand dollars or more, shall provide, among other appropriate terms, that no person shall be appointed "clerk-of-the-works", "resident engineer" or "resident inspector" of such projects unless at the time thereof he or she shall be registered by the Commonwealth as an architect or professional engineer under the provisions of General Laws, Chapter 112, or shall have a professional degree in a field providing equivalent experience and shall have at least five years experience in the construction and supervision of construction of buildings. The Town board, committee, commission or department letting such contract shall require candidates for appointment as "clerk-of-the-works", "residential engineer" or "resident inspector" of the project to provide the board, committee, commission or department aforesaid with satisfactory evidence of their professional qualifications and experience.

- 2.1.4.2 Before the solicitation of bids for the construction, reconstruction, alteration or enlargement of a Town-owned building, the Town board, committee, commission, or department charged with such construction, reconstruction, alteration or enlargement shall submit the plans therefor to the Town Inspection Department for review and for such recommended changes as may be necessary to bring such plans into conformity with applicable state and municipal building codes."

C. By amending Subsection 2.7.2 Building Committees by inserting a new paragraph 2.7.2.1 as follows:

- "2.7.2.1 Any committee established to study or to undertake the construction, reconstruction, alteration or enlargement of a Town-owned building or structure, whether established by Town Meeting or the Awarding Authority, shall provide that the membership of the committee shall include, among others, the following: (a) a registered professional engineer pursuant to M.G.L. Chapter 112 or if not registered, a person who shall have had at least five years of experience in the supervision of construction and the keeping of accurate

records and accounts thereof; (b) an accountant; (c) an attorney-at-law; (d) a person with prior experience as a member of a building committee; and (e) the Town's ADA Coordinator, designated pursuant to ADA Regulation 35.107, or his/her designee. If an appointing authority required to make an appointment specified in clauses (a), (b), (c) or (d) shall report to the Town Clerk that no qualified and willing candidates are available for such appointment, said authority may, instead, appoint a person experienced as an executive in a financial, business or construction organization."; and

- D. By renumbering former paragraphs 2.7.2.1 and 2.7.2.2 as 2.7.2.2 and 2.7.2.3 respectively.

Mr. Paul Theodore Owens addressed this proposal on behalf of the Board of Selectmen. He explained that this proposal amends the Town's General By-Laws to comply with state law.

ACTION: The main motion was presented and voted unanimously by voice vote.

ARTICLE 38: AMEND GENERAL BY-LAWS SECTION 10.2.2

To see if the Town will vote to amend the General By-Laws, Article 10 Penalties and Enforcement of Town By-Laws, Rules and Regulations as follows:

1) By amending Section 10.2.2.3 Police Regulations by adding to the end thereof:

"S. Snow and Ice on Sidewalks (Sub-Section 3.1.9)

Fine Schedule:

\$10 per offense"

and

(2) By amending Section 10.2.2.6 Board of Health Regulations by adding as follows:

- A. Amend the title of Section 10.2.2.6 A to read:

"Disposal of Refuse-Article 3";

- B. Amend the title of Section 10.2.2.6 B to read;

"Nuisance and General Sanitation-Article 4";

- C. Amend the title of Section 10.2.2.6 C to read:

"Hazardous Waste Clean-Up-Article 2";

and

- D. By adding a new Subsection 10.2.2.6 D as follows:

"D. All Other Board of Health Regulations Not Otherwise Specified

Enforcement Agent: Health Director and Sanitarian

Fine Schedule:

\$20 per offense";

or take any other action relative thereto.

MOVED: That the Town amend the General By-Laws, Article 10 Penalties and Enforcement of Town By-Laws, Rules and Regulations as follows:

- 1) By amending Section 10.2.2.3 Police Regulations by adding to the end thereof:

"S. Snow and Ice on Sidewalks (Sub-Section 3.1.9)

Fine Schedule:

\$10 per offense"

and

(2) By amending Section 10.2.2.6 Board of Health Regulations by adding as follows:

- A. Amend the title of Section 10.2.2.6 A to read:

"Disposal of Refuse-Article 3";

- B. Amend the title of Section 10.2.2.6 B to read;

"Nuisance and General Sanitation-Article 4";

- C. Amend the title of Section 10.2.2.6 C to read:

"Hazardous Waste Clean-Up-Article 2"; and

- D. By adding a new Subsection 10.2.2.6 D as follows:

"D. All Other Board of Health Regulations Not Otherwise Specified

Enforcement Agent: Health Director and Sanitarian

Fine Schedule:

\$20 per offense".

The following motion to amend was offered by Mr. David F. Eldridge, Jr.: That the Town vote to amend Article 38 which amends the General By-Laws, Article 10 Penalties and Enforcement of Town By-Laws, Rules and Regulations, as follows:

- A) By deleting the language Not Otherwise Specified in the title of new Subsection 10.2.2.6D; and

- B) By adding the following additional amendment:

Amend Subsections 10.2.1 and 10.2.2 by replacing the word "article" with the phrase "these general By-Laws" in the first lines thereof.

Mr. David F. Eldridge, Jr., Selectman, addressed this proposal on behalf of the Board of Selectmen.

The motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town amend the General By-Laws, Article 10 Penalties and Enforcement of Town By-Laws, Rules and Regulations as follows:

1) By amending Section 10.2.2.3 Police Regulations by adding to the end thereof:

"S. Snow and Ice on Sidewalks (Sub-Section 3.1.9)

Fine Schedule:

\$10 per offense"

and

(2) By amending Section 10.2.2.6 Board of Health Regulations by adding as follows:

A. Amend the title of Section 10.2.2.6 A to read:

"Disposal of Refuse-Article 3";

B. Amend the title of Section 10.2.2.6 B to read;

"Nuisance and General Sanitation-Article 4";

C. Amend the title of Section 10.2.2.6 C to read:

"Hazardous Waste Clean-Up-Article 2";

and

D. By adding a new Subsection 10.2.2.6 D as follows:

"D. All Other Board of Health Regulations

Enforcement Agent: Health Director and Sanitarian

Fine Schedule:

\$20 per offense".

(3) Amend Subsections 10.2.1 and 10.2.2 by replacing the word "article" with the phrase "these general By-Laws" in the first lines thereof.

ARTICLE 39: CONTINUE BUILDINGS AND GROUNDS STUDY COMMITTEE

To see if the Town will vote to continue the Buildings and Grounds Study Committee, established by vote of the 1991 Annual Town Meeting under Article 35; direct and authorize said Committee to continue to study the creation of a Centralized Buildings and Grounds Division which would coordinate repair and renovation projects and monitor the maintenance of existing buildings and grounds, to explore the potential benefits, if any, of contracting for such services with private companies; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

(A report will be made to Town Meeting.)

MOVED: That the Town will vote to continue the Buildings and Grounds Study Committee, established by vote of the 1991 Annual Town Meeting under Article 35; direct and authorize said Committee to continue to study the creation of a Centralized Buildings and Grounds Division which would coordinate repair and renovation projects and monitor the maintenance of existing buildings and grounds, to explore the potential benefits, if any, of contracting for such services with private

companies; said Committee to report to the next Annual Town Meeting or sooner.

Mr. Keith M. McClelland, member, presented the report on behalf of the Buildings and Grounds Study Committee. He explained that there is divided authority over the town's buildings and grounds and there is much for this committee to do.

Mrs. Cynthia J. Chaston, Chairman, Finance Committee, advised that the Finance Committee feels strongly about maintaining the town's properties and she urged all departments to participate in the efforts of this committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

Article 40 was unanimously adopted on May 3, 1993.

ARTICLE 41: CONTINUE PARKING FACILITIES STUDY COMMITTEE

To see if the Town will vote to continue the Parking Facilities Study Committee initially established by vote of the Town under Article 4 of the Special Town Meeting in May 1986 and last continued by vote under Article 46 of the 1991 Annual Town Meeting; direct and authorize said Committee to study the parking needs and problems of the community; and report its recommendation to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Parking Facilities Study Committee initially established by vote of the Town under Article 4 of the Special Town Meeting in May 1986 and last continued by vote under Article 46 of the 1991 Annual Town Meeting; direct and authorize said Committee to study the parking needs and problems of the community; and report its recommendation to the next Annual Town Meeting or sooner.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 42: CONTINUE SCHOOL SAFETY STUDY COMMITTEE

To see if the Town will vote to continue the School Safety Study Committee, established by vote of the 1991 Special Town Meeting under Article 10; direct and authorize said Committee to continue the study and evaluation of safe walking routes for Needham School children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances and to generally examine the issue of safe student access to and from their schools; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the School Safety Study Committee, established by vote of the 1991 Special Town Meeting under Article 10; direct and authorize said Committee to continue the study and evaluation of safe walking routes for Needham School children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances and to generally examine the issue of safe student access to and from their schools; said Committee to report to the next Annual Town Meeting or sooner.

Mrs. Sheila G. Pransky, member, School Safety Study Committee, requested support for the continuation of this committee to allow those members to follow through with the proposed changes and

the opening of the Newman School.

Mrs. Kathleen J. O'Keeffe expressed concern with the continuation of this committee due to the lopsided school area representation and would like the membership to contain one individual from each school district.

A motion to amend was offered by Mrs. Kathleen J. O'Keeffe by adding after article 10, "the Committee shall consist of eight members, five current Town Meeting Members who have children in the Needham School System, one from each school district, appointed by the Moderator, one Selectman or one person designated by the Selectmen, one School Committee member or one person designated by the School Committee, and the Chief of Police or one person designated by the Chief of Police."

Mrs. Pransky noted that with the school redistricting, the 5 districts represent only the elementary schools and the committee needs to look at all the schools.

Mr. Richard B. Weitzen urged adoption of the amendment.

The Moderator advised that there have been many problems connected with this Committee and expressed concern with the criticism that the appointments did not include representation from each school district. He reminded Town Meeting Members that Article 10 establishing the School Safety Study Committee included the words "preferably from each school district". He noted that the members were initially selected from various school districts and that, more importantly, this committee looked at the safety issues of the whole town and should be commended for their efforts.

A motion to move the previous question was offered by Mr. William M. Powers. The motion was presented and carried unanimously by voice vote.

Mrs. O'Keeffe's motion to amend was presented, but it failed to pass by voice vote.

ACTION: The main motion was presented and carried by voice vote.

Article 43 was adopted unanimously on May 3, 1993.

ARTICLE 44: CONTINUE ENVIRONMENTAL ZONING COMMITTEE

To see if the Town will vote to continue the Environmental Zoning Committee, as originally established by vote under Article 60 of the 1992 Annual Town Meeting; direct and authorize said Committee to study the possibility of placing all of the wells in Needham in the Aquifer Protections Zone; or take any other action relative thereto.

MOVED: That the Town continue the Environmental Zoning Committee, as originally established by vote under Article 60 of the 1992 Annual Town Meeting; direct and authorize said Committee to study the possibility of placing all of the wells in Needham in the Aquifer Protections Zone.

ACTION: The main motion was presented and carried unanimously by voice vote.

Article 45 was adopted unanimously on May 3, 1993.

MOVED: Under Article 46, the following motion was offered by Mr. William M. Powers:

That this Town Meeting ask the Moderator to form a study committee, or to take any other action that he feels is appropriate, to determine how Town Meeting can better articulate policy decisions of both a short and long range nature, leading to increased efficiency and sustained attention to programs affecting our Town.

ACTION: The motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt as to the voice vote. The motion was presented for a third time and carried by voice vote.

MOVED: Under Article 46, the following Resolution was offered by Mrs. Sally B. Davis on behalf of the Board of Selectmen:

BE IT RESOLVED that the Needham Board of Selectmen and Needham Town Meeting instructs its representatives to the General Court to support an amendment to the FY94 state budget to guarantee that cities and towns receive the full \$47 million growth in lottery revenues.

Mrs. Davis presented the following explanation:

The Massachusetts Lottery was established 21 years ago for the exclusive purpose of providing cities and towns with an additional revenue source to support local services and reduce property taxes. For the past several years, the state has subverted the statutory intent of the Lottery by diverting portions of lottery revenue away from cities and towns and into the state's general fund. By fiscal year 1992 the state was taking \$75 million in lottery monies, or nearly 20 percent of total lottery proceeds, away from communities and using it for state budgetary purposes.

Last summer the Massachusetts Municipal Association (MMA) worked with the legislature to halt the practice of level funding the "local share" of the lottery. As a result, cities and towns received an addition \$23 million in lottery revenues in FY93. The FY94 budget submitted by Governor Weld proposes a return to the practice of capping the lottery distribution and not giving cities and towns their rightful increase of lottery revenue. The MMA is proposing an amendment to the budget that would increase lottery aid to municipalities by \$47 million in FY94. This amendment is very reasonable in that it would still allow the state to retain \$75 million in lottery revenues in FY94.

In FY94 Needham is expected to receive \$727,552. in lottery funds under the Governor's proposal. Under the MMA proposal this amount would increase by \$103,825. to a total of \$831,377.

ACTION: Said Resolution was presented and carried unanimously by voice vote.

MOVED: Under Article 46, the following Resolution was offered by Mr. John D. Marr, Jr. on behalf of the Board of Selectmen:

RESOLUTION

WHEREAS, A settlement by the name of Contentment was established in the Massachusetts Bay Colony by people immigrating to the New World from East Anglia in England, and

WHEREAS, this colony was established by the Great and General Court as the Town of Dedham in the year 1636, and

WHEREAS, the Great and General Court created a separate town in 1722 in response to a petition by the settlers in that portion

of Dedham which lies north of the Charles River, because of the distance from the established church in the Village of Dedham to the new town, and

WHEREAS, the Royal Governor, Joseph Dudley, selected the name Needham for the new town, taking the name from Needham Market which was not far removed from Dedham in England.

NOW, THEREFORE, IT IS HEREBY PROCLAIMED that a close bond of social and cultural friendship be developed between the Town of Needham, Massachusetts and Needham Market, Suffolk, England for the mutual enrichment of both towns and their inhabitants.

Mr. John D. Marr, Jr. explained that he visited this village in England a couple of years ago and this resolution is basically an expression of friendship.

ACTION: Said Resolution was presented and carried unanimously by voice vote.

WHEREAS, Bob and Marcia were our friends and neighbors who made the Town of Needham a better place;

NOW, THEREFORE, BE IT RESOLVED by this body that the 1993 Annual Town Meeting be dissolved in fond memory of Bob and Marcia Carleton.

ACTION: At 11:35 P.M. said Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, CMC/AAE
Town Clerk

a true copy
ATTEST:

MOVED: Under Article 46, the following Resolution was offered by John D. Marr, Jr., David F. Eldridge, Jr., H. Phillip Garrity, Jr., Sally B. David, and Paul Theodore Owens.

RESOLUTION

WHEREAS, Bob and Marcia Carleton became residents of Needham in 1965 raising their children Margot, Karen, and Robert, here, and

WHEREAS, Bob had been a Computer Engineer with the Honeywell Corporation, a Veteran of the U.S. Navy, and a Town Meeting Member since 1971 who was known for being genuinely interested and concerned about the need for positive change to our Town Government, and

WHEREAS, Marcia was:

- * Selectmen for 14 years having been elected to 5 consecutive terms;
- * Past President of the Massachusetts Selectmen's Association and past member of the Massachusetts Municipal Association Board of Directors;
- * Past President of the Norfolk County Selectmen's Association;
- * Needham's first Mini Bus Coordinator;
- * Town Meeting Member since 1979;
- * Member of the Town Government Review Study Committee, past member of the Future School Needs Committee, and member of the Parking Facilities Study Committee;
- * Past member of the Norfolk Advisory Committee and Trustee of the Norfolk County Respiratory Hospital; and
- * Past member and President of The League of Women Voters.

WHEREAS, we were stunned and saddened by the sudden loss of Bob and Marcia resulting from a plane accident on October 20, 1992;



